HiTeach TBL and HiLearning

Student-tablet learning system

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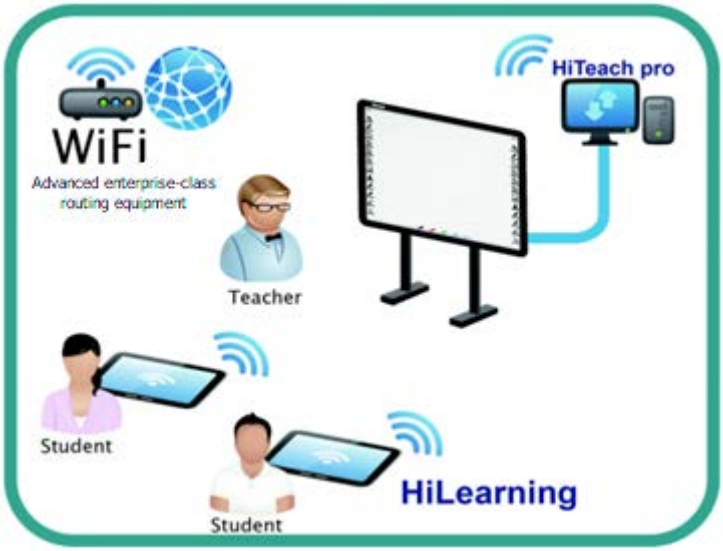
Chapter 1 Get to Know HiLearning Student-tablet Solution

1-1 Introduction to HiLearning

The overall operation of HiLearning Student-tablet Solution requires HiTeach TBL 2 to be set up at the teacher's end, with HiLearning set up in the tablets at the student's end. The Solution is performed under WiFi environment, including enterprise-class wireless AP and router equipment with NAT function.



★ Note: You may use HiTeach TBL 2 under different circumstances:

- Use HiTeach TBL 2 alone: You can use this product with touch panels and interactive whiteboards (IWB) of all kinds. (If you do not have Haboard interactive whiteboard and ezVision document camera, please ignore the introduction to application of ezVision document camera in this handbook.)
- If you have purchased ezVision document camera, with assistance of HiTech TBL 2, more functions of document camera(DC) can be fulfilled. It can also be used with the interactive whiteboard together.
- To make the best use of HiTeach TBL 2, Haboard interactive whiteboard and ezVision document camera are recommended to be equipped with.

1-2 The Characteristics of HiLearning

HiLearning Student-tablet Solution developed by HABOOK is different from traditional e-Schoolbags. To make a student-tablet to become a real learning company and tutor for students, the student-tablet should serve vital functions of 5R: Reading, Research, Response, Report, and Remediation. Thus, students not only participate in classroom interaction and learning, but also preview and review lectures on their own.

- READING

Reading is an important part of learning activities. Student-tablets support e-books of all kinds, inclusive of motion and static formats along with audiovisual contents, such as words, pictures, sounds, animations, and videos. At the same time, student-tablets provide related tools for students to take notes and copy/paste when doing the reading, so they can combine with personal learning portfolio and even be treated as electronic notebooks.

- RESEARCH

HiLearning Student-tablet Solution enables students to do Internet research, analyze and organize the acquired information according to course requirements. Students can even take photos, record videos, record sounds, edit documents and work with groups, doing the instantaneous editing to learn courses individually or with groups.

- RESPONSE

Students can give instant feedback and interact with teachers in the class. Teachers are also able to make instantaneous assessments by asking short questions alternately when teaching, so that teachers know the overall learning situation of students, which will become the reference for adjustment to teaching schedule. By so doing, a two-way interaction between students and teachers is truly achieved.

- REPORT

After students take examinations, the system will automatically upload the instant result of each student to cloud and generate a comprehensive report regarding learning capacity. Students can grasp their own learning situation with reports.

- REMEDIATION

When students read their own reports, the system will directly connect to the related teaching videos based on their weaknesses on the report, to meet individual needs and make personal remedial classes. Thus, a complete learning process is achieved.

1-3 The Applied Scope of HiLearning

HiLearning Student-tablet solution includes the Teacher's end (HiTeach TBL 2) and the Student's end (HiLearning). HiTeach TBL 2 integrates three mostly used assistive technology devices—Haboard interactive whiteboard, ezVision document camera, and IRS Interactive Response System—to assist teachers to integrate technology into their teaching and facilitate teaching activities.

The applied scope of "HiTeach TBL 2 Interactive Teaching Software":

1. Teaching and preparing for lessons
2. Shooting teaching videos
3. Highlighting and explaining the contents
4. Guided reading of the texts
5. Practicing and demonstrating
6. Instant examination
7. Voting and peer assessment
8. Written quizzes: (SelfPace Answering Mode, with specific types of RF remote control)

HiTeach TBL 2 can also merge straight with the service of diagnosing and analyzing offered by clouDAS, another unique cloud education service designed by HABOOK. clouDAS will make a profound and effective learning diagnosis and analysis of learning, providing key reports for related faculty and members, including principals, instructors, students, and parents, to improve teaching efficacy, boost achievements in learning and enhance the close relationship among parents, teachers, and students.

1-4 Recommended System Requirements for HiLearning

To use HiLearning Student-tablet Solution to its fullest potential, we offer the recommended system requirements at the Teacher's end to install HiTeach TBL 2 and the recommended equipment of tablets at the Student's end for your reference for the installation and employment.

The Teacher's end: HiTeach TBL 2

1. **Recommended requirements for hardware**
   - CPU: Intel® Core i5 or above
   - RAM: 4G and more
   - DVD-ROM
   - Graphics card: support 256 colors and more, resolution 1024x768 pixels or higher, independent memory 1GB or more
   - Hard disk space: 10GB and more
   - USB 2.0 interface

2. **Office system and requirements for software**
   - Windows 7 / Windows 8 (update to the latest Service Pack)
   - Internet Explorer 9 or better
   - Microsoft Office 2003, 2007, 2010 or 2013 version

The Student's end: HiLearning (Windows, Android, iOS)

HiLearning Windows：

- Processor: Intel® Atom™ Z2760 1.80Ghz
- Operating system: Windows® 7 / 8 (update to the latest Service Pack)
- Memory: 2GB
- Internet Equipment: support Wi-Fi 802.11 b/g/n wireless Internet
- Graphics card：Radeon HD 6250 or better

HiLearning Android：

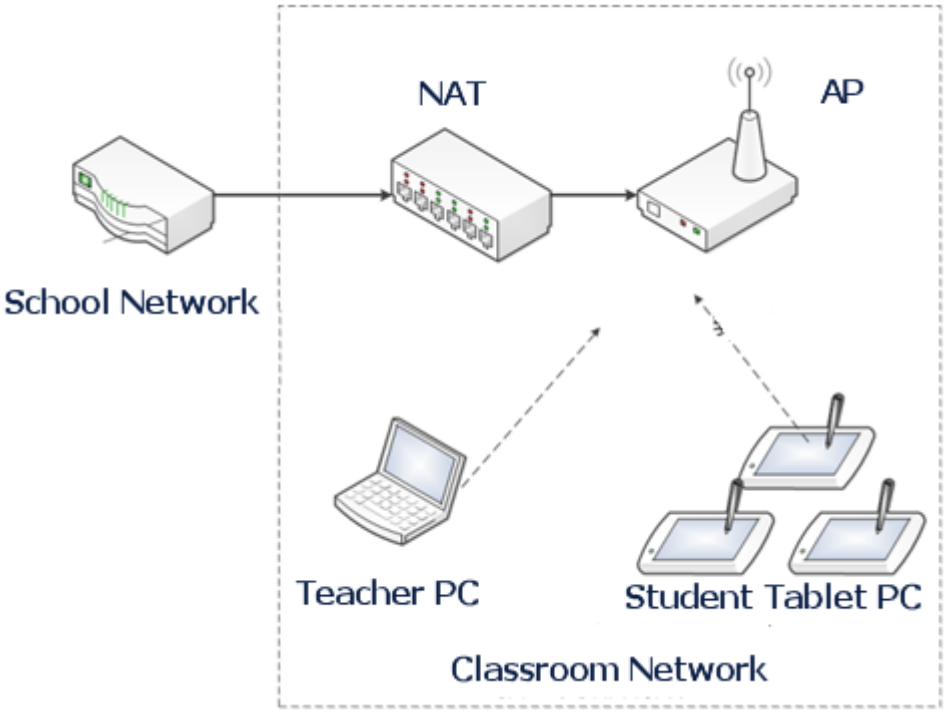
- Processor: 1.0 GHz Quad Core Processor
- Operating system: Android 4.1.x Jelly Bean or better
- Memory: 2GB
- Internet equipment: Wi-Fi 802.11 b/g/n wireless Internet

HiLearning iOS：

- Operating system: iOS 6.1 or better
- Types of hardware: iPad 2 or later version; iPad mini

Internet Environment

- NAT（Network Address Translation）
- AP (Access Point)
- Internet connection speed: 50Mbps or faster is recommended



Chapter 2 Install HiTeach TBL 2

2-1 Before Installation

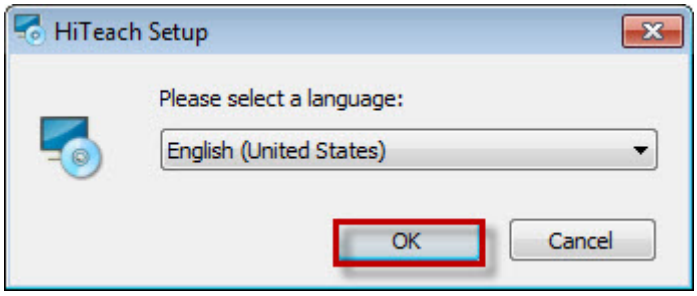
Thank you for purchasing HiTeach TBL 2. Before installing HiTeach TBL 2, please read the following instruction:

1. We recommend that you account with Administrator rights to install HiTeach TBL 2 system.
2. If you have installed HiTeach other series version, please remove it and restart the operating system before executing HiTeach TBL 2 software installed.

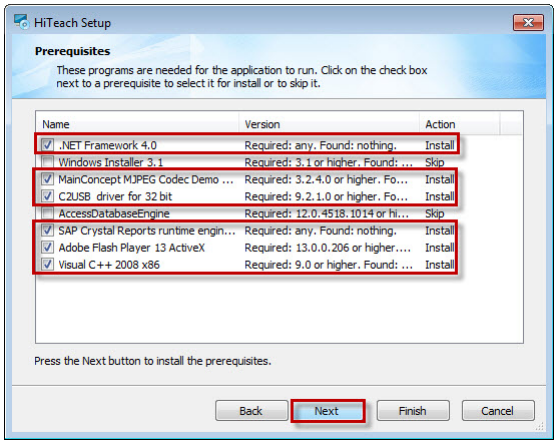
2-2 Installation of HiTeach TBL 2

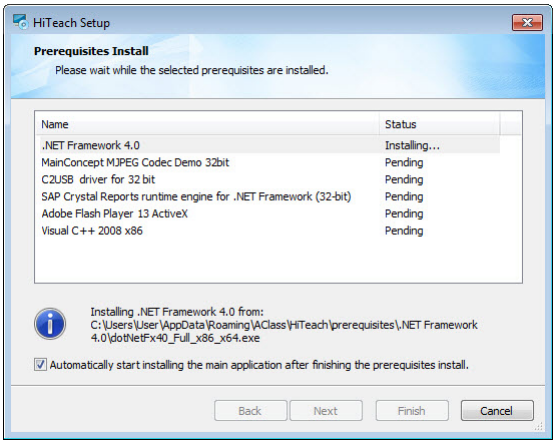
Step 1 : Please load the installation disc of HiTeach TBL 2 + HiLearning Student-tablet Solution in the CD-drive. The System will automatically execute menu of the disc (If the menu of the disc does not appear, please browse the disc with File Explorer, and execute autorun.exe in the disc). After the information window shows up, choose the most preferable operating system and execute the installation.

Step 2：Select Set up language.

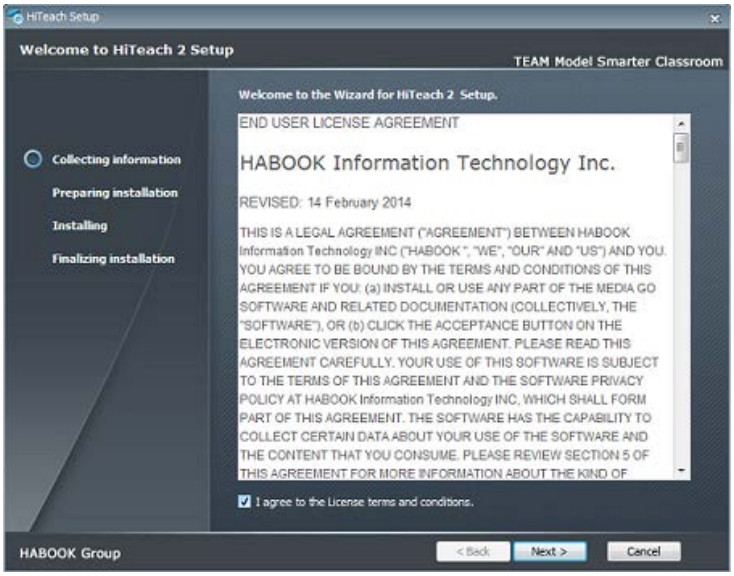


Step 3：After starting HiTeach TBL 2 installer, software component pre-installer will check whether your computer match with the basic needs of HiTeach TBL 2.

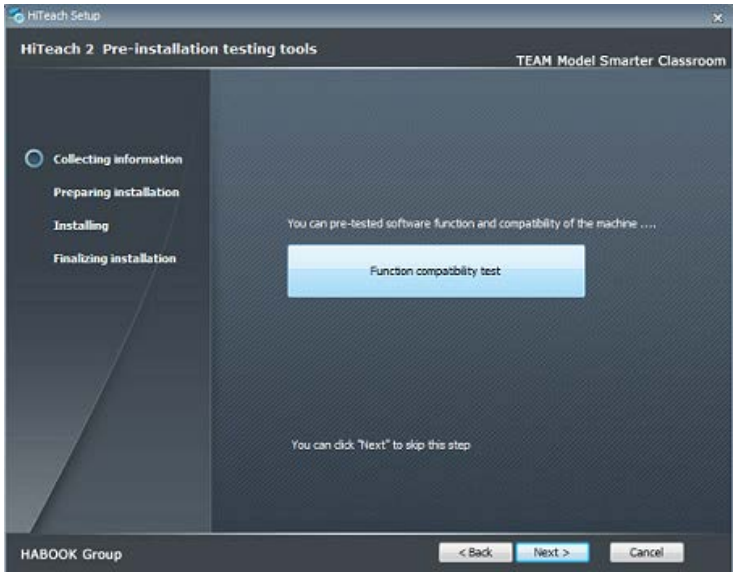


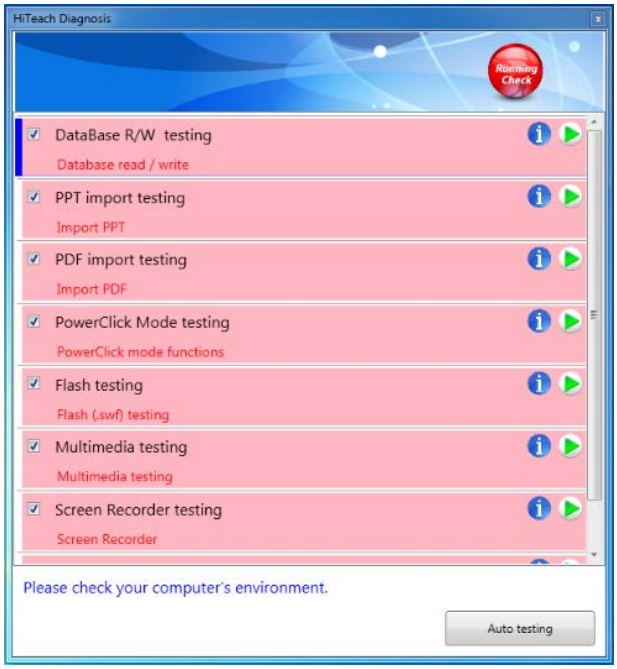


Step 4：When the "HiTeach" screen appears after the end of the relevant software installation, select "I agree with the license terms and conditions", then click next step to run the installation.

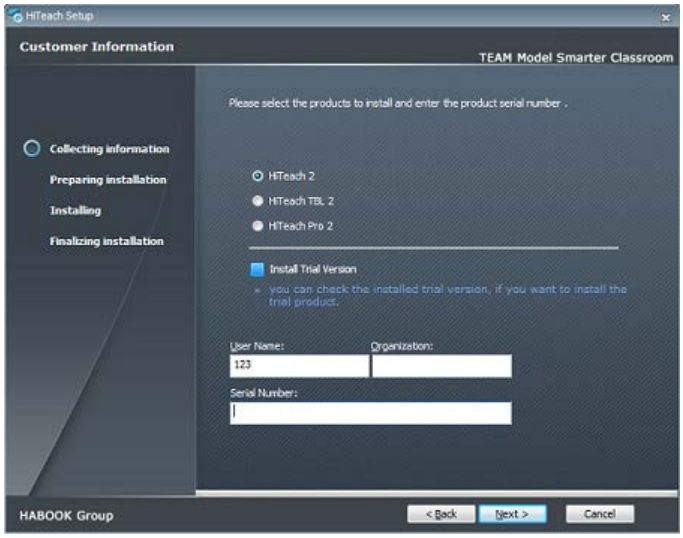

HiTeach Setup
Welcome to HiTeach 2 Setup
TEAM Model Smarter Classroom
Welcome to the Wizard for HiTeach 2 Setup.
Collecting information
Preparing installation
Installing
Finalizing installation
END USER LICENSE AGREEMENT
HABOOK Information Technology Inc.
REVISED: 14 February 2014
THIS IS A LEGAL AGREEMENT ("AGREEMENT") BETWEEN HABOOK Information Technology INC ("HABOOK", "WE", "OUR" AND "US") AND YOU. YOU AGREE TO BE BOUND BY THE TERMS AND CONDITIONS OF THIS AGREEMENT IF YOU: (a) INSTALL OR USE ANY PART OF THE MEDIA GO SOFTWARE AND RELATED DOCUMENTATION (COLLECTIVELY, THE "SOFTWARE"), OR (b) CLICK THE ACCEPTANCE BUTTON ON THE ELECTRONIC VERSION OF THIS AGREEMENT. PLEASE READ THIS AGREEMENT CAREFULLY. YOUR USE OF THIS SOFTWARE IS SUBJECT TO THE TERMS OF THIS AGREEMENT AND THE SOFTWARE PRIVACY POLICY AT HABOOK Information Technology INC, WHICH SHALL FORM PART OF THIS AGREEMENT. THE SOFTWARE HAS THE CAPABILITY TO COLLECT CERTAIN DATA ABOUT YOUR USE OF THE SOFTWARE AND THE CONTENT THAT YOU CONSUME. PLEASE REVIEW SECTION 5 OF THIS AGREEMENT FOR MORE INFORMATION ABOUT THE KIND OF
I agree to the License terms and conditions.
HABOOK Group
< Back
Next >
Cancel

Step 5 : It can also run functional compatibility test before installation (If the test fails, you can click “i” icon option, it will directly link to our FAQ for further reference and troubleshooting on the site).

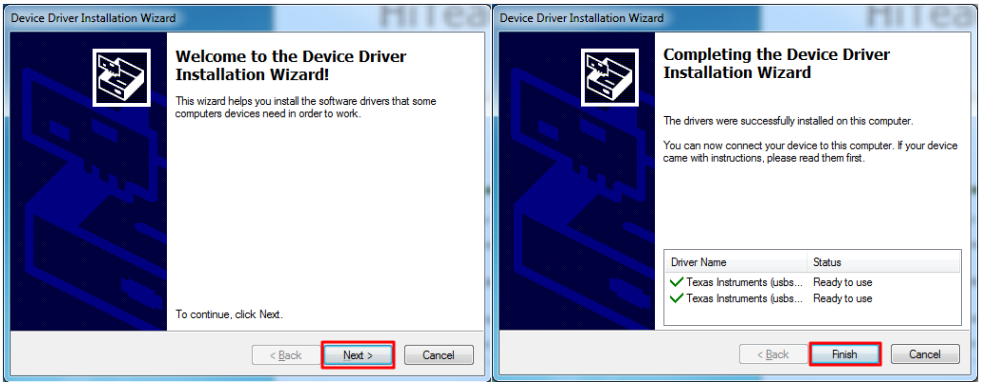




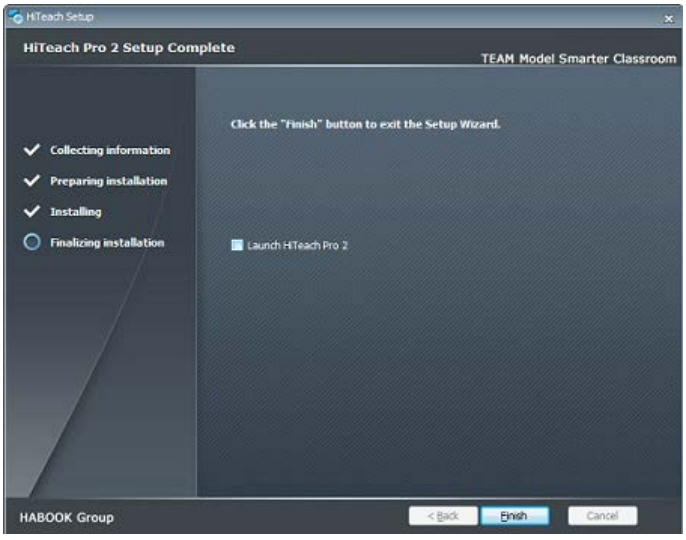
Step 6 : Please follow the instruction in the window, enter your username, company name, and a HiTeach TBL 2 serial number (The serial number can be acquired from inside the disc box or on the warranty card). After the required fields are filled, click “Install” to start installation.



Step 7：During the installation, when Device Driver Setup Wizard window pops up, please click “Next” and then click “Finish” to carry on the installation.


Device Driver Installation Wizard
Welcome to the Device Driver Installation Wizard!
This wizard helps you install the software drivers that some computers devices need in order to work.
To continue, click Next.
< Back
Next >
Cancel
Device Driver Installation Wizard
Completing the Device Driver Installation Wizard
The drivers were successfully installed on this computer.
You can now connect your device to this computer. If your device came with instructions, please read them first.
Driver Name
Status
Texas Instruments (usbs...
Ready to use
Texas Instruments (usbs...
Ready to use
< Back
Finish
Cancel

Step 8：When the message “HiTeach has been successfully installed” appears, please click “Finish” and the installation is fully completed.



2-3 HiTeach TBL 2 Programs

After installation is completed, you will see 2 shortcut icons on the desktop:

1. **HiTeach TBL 2 :** This main program performs functions of IWB, slides managing & editing, in-class teaching, IRS… etc.

2. **(HiTeach Tools) :** Main tools, including (**clouDAS Tool, HiTeach Report, HiTeach Roster, HiTeach SampleFiles, HiTeach SelfPace**) and other related main program shortcuts are placed in this folder.

   2.1. (HiTeach Roster) : For users to manage class, teacher, and student information.

   2.2. (HiTeach Report) : Keep records of results from IRS, and tracks down all data including score statistics, class answer list, student answer list, student performance, class performance, and single question result.

   2.3. (HiTeach SelfPace) : Tools for SelfPace editing, you may directly use the sample files to modify or click Quick Setting to generate new tests.

   2.4. (clouDAS Tool) : The tool for setting up clouDAS diagnosis reports. Merging diagnosis reports, including in-class and cross-class data, can be conducted on the cloud.

   2.5. (HiTeach SampleFiles) : Relative main programs are placed in Sample File folder.

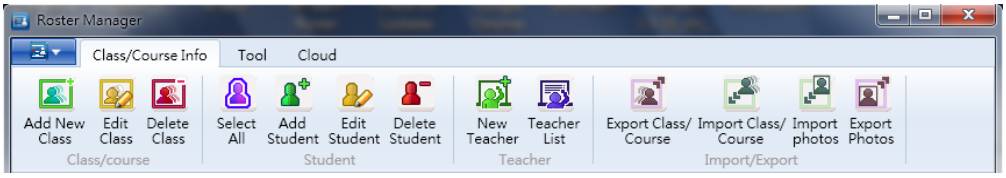
Chapter 3 Roster Information Setting

3-1 Introduction

1. Please set up the class and student information before using IRS the first time in order to keep the records on HiTeach TBL 2 and send to clouDAS for diagnosis later.
2. Click on HiTeach Roster to enter manager window, you will see 3 labels on top – Manage Class/Course, Tool, and Cloud.
3. Functions and Tools

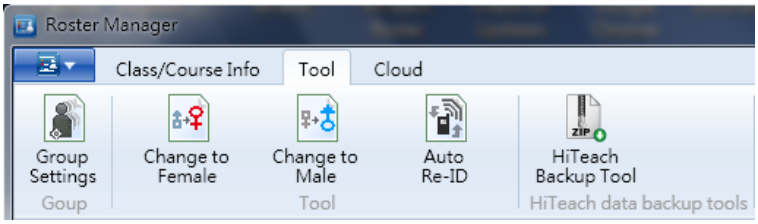
➢ Class / course Info：

To set up class/course (including teacher and student) info, please refer to 3-2 to 3-4 for more details.



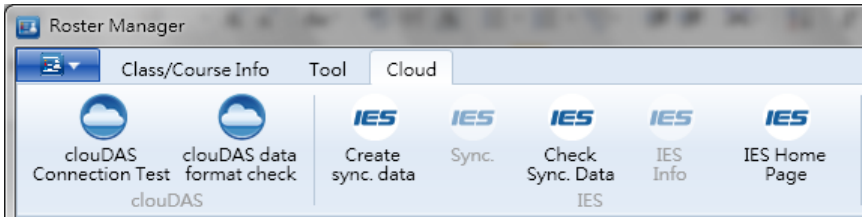
➢ Tool：

Speed set student gender and keypad ID. Please refer to 3-5 and 3-6 for more details.



➢ Cloud：

Please purchase a clouDAS serial number or get it from your customer service to activate this function. Please refer to clouDAS Diagnosing and Analyzing Service manual for more details.

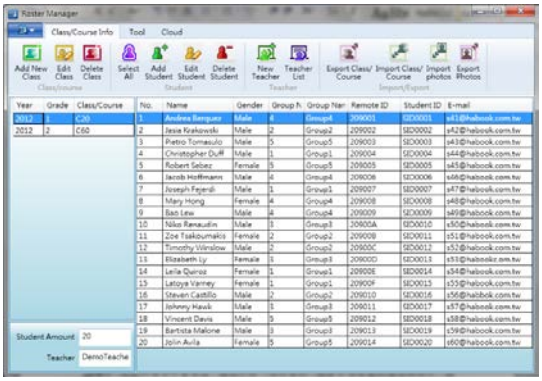


4. How to establish a class/course: Please add teacher information before class/course.

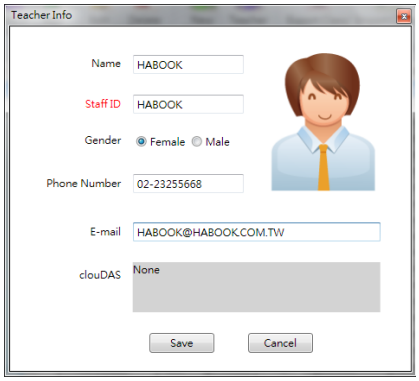
3-2 Set Up Teacher's Information

1. Add a new teacher：

Step 1：Open HiTeach Roster to enter the manager window. Click "Add New Teacher".

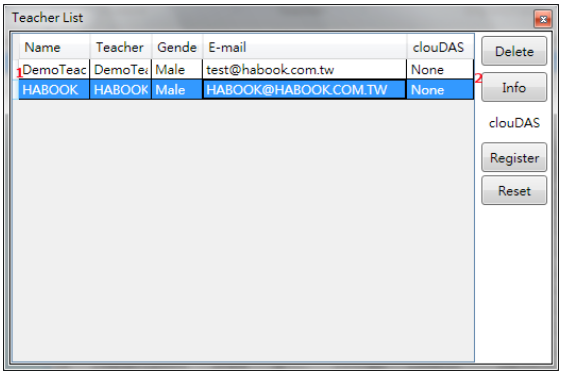


Step 2：Fill in teacher's information. You may also upload a picture and click "Save" to complete.

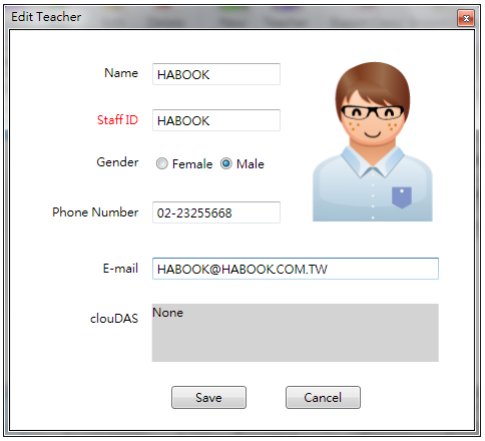


2. Edit teacher information：

Step 1：Click "Teacher List". Select the teacher you wish to edit and click "Info".



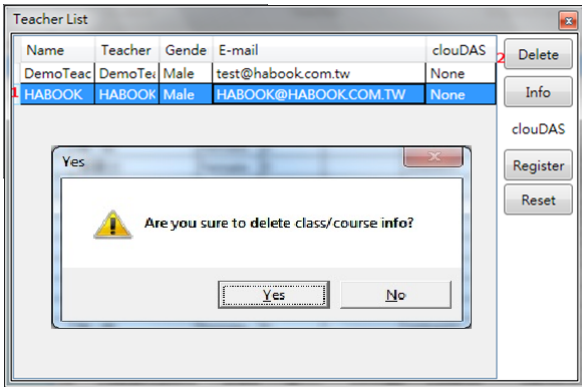
Step 2：After filling information in the blanks, click “Yes” to complete.



3. Delete a teacher

Step 1：Click “Teacher List”. Select the teacher you wish to delete, click “Delete”.

Step 2：Click “Yes” to confirm.

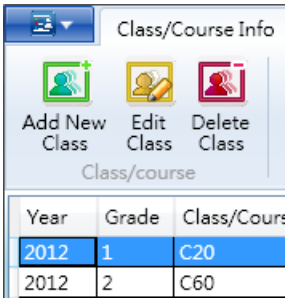


3-3 Set Up Class/Course Information

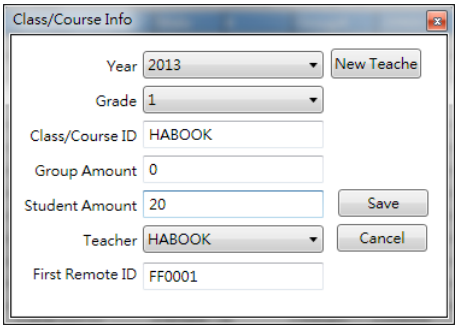
You may manually add a new class/course one by one or import by batch.

1. Manually one by one

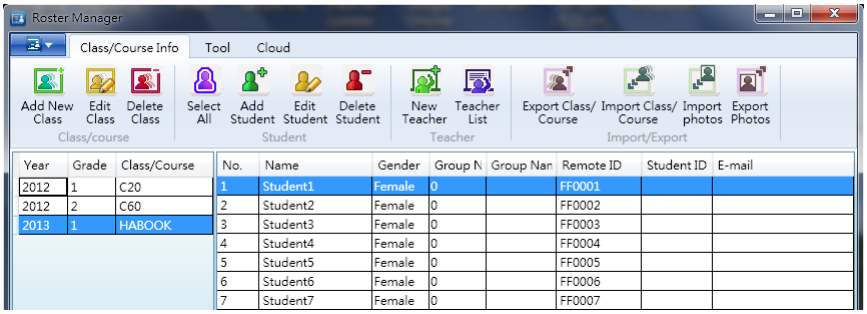
Step 1：In the manager window, click “Add New Class”.



Step 2：Fill in class information and click “Save” to complete.



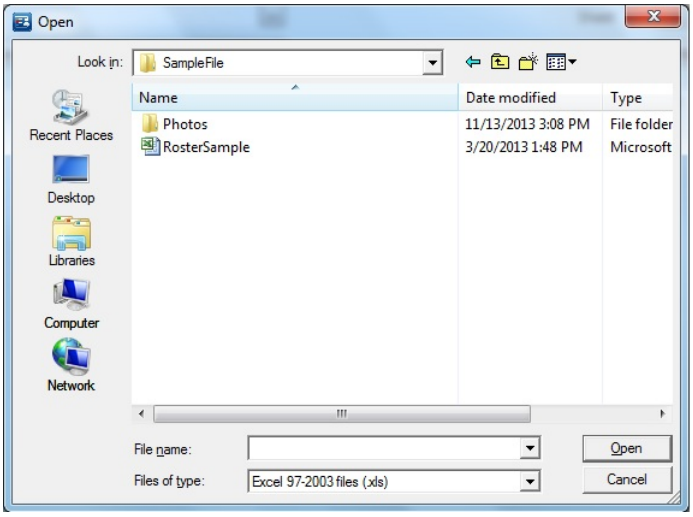
Step 3：When done, you will find a new class in the window.



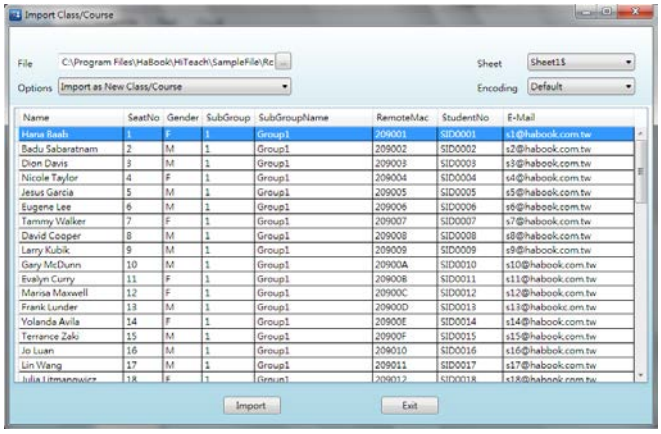
2. Import by batch

Step 1：Click “Import Class/Course”.

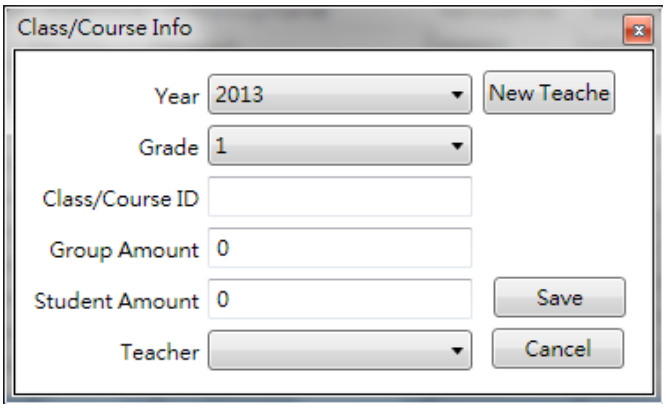
Step 2：Select class/course file on your computer and click “Open”. After HiTeach TBL 2 installation is completed, the Excel file of RosterSample.xls, which is the class sample, can be obtained from SampleFile shortcut on the desktop or Sample File folder in HiTeach TBL 2 installation path.



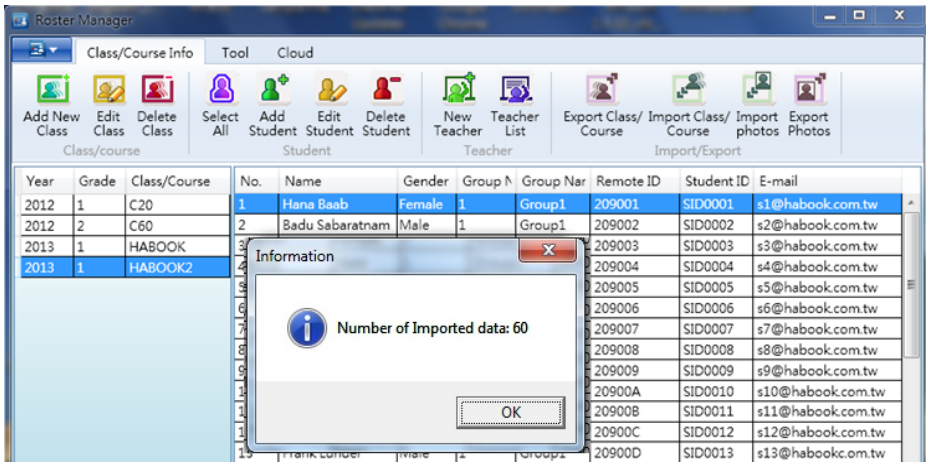
Step 3：The addition is completed. Then return to Roster Manager window. A new class has been added.



Step 4：Fill information in all blanks and click “Save”.



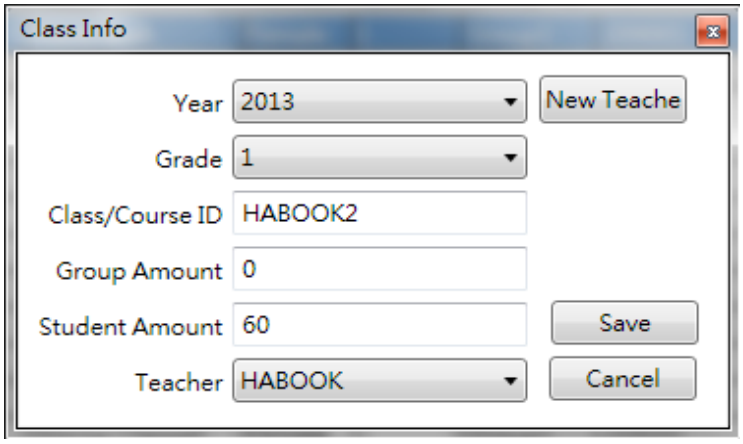
Step 5：Return to Roster Manager window, and data of class members have been all established.



3. Edit a class/course

Step 1 : Select the class/course you wish to edit on the class/course list and click "Edit Class".

Step 2 : Fill in the information and click "Save" to complete.



4. Delete a class/course

Step 1 : Select the class/course you wish to edit on the class/course list and click "Delete Class".

Step 2 : Click "Yes" to Delete.

5. Export class/course by batch

Step 1 : Select the class/course you wish to export and click "Export Class/Course".

Step 2 : Choose a location you wish to save the .CSV file, click "Save" to complete.

Step 3 : Exported .CSV files can be edited by Excel. Please save in .CSV format after editing in order to import later.

	A	B	C	D	E	F	G	H	I
1	Name	SeatNo	Gender	SubGroup	SubGroupI	RemoteMa	StudentNo	E-Mail	
2	Andrea Be	1	M	4	Group4	209001	SID0001	s41@habook.com.tw	
3	Jasia Krak	2	M	2	Group2	209002	SID0002	s42@habook.com.tw	
4	Pietro Tom	3	M	5	Group5	209003	SID0003	s43@habook.com.tw	
5	Christophe	4	M	1	Group1	209004	SID0004	s44@habook.com.tw	
6	Robert Seb	5	F	5	Group5	209005	SID0005	s45@habook.com.tw	
7	Jacob Hoff	6	M	4	Group4	209006	SID0006	s46@habook.com.tw	
8	Joseph Fej	7	M	1	Group1	209007	SID0007	s47@habook.com.tw	
9	Mary Hong	8	F	4	Group4	209008	SID0008	s48@habook.com.tw	

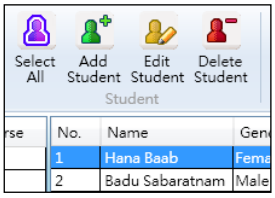
6. Speed set-up a class/course

You may export the sample class/course in Roster, edit it by Excel, and import it as a new class/course.

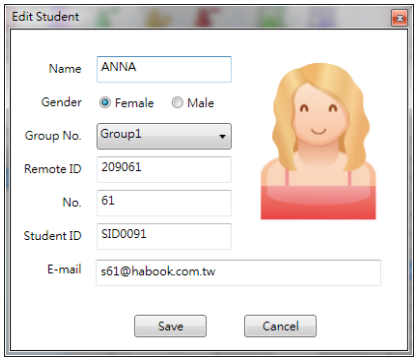
3-4 Set Up Student Information

1. Add new students to an existing class/course

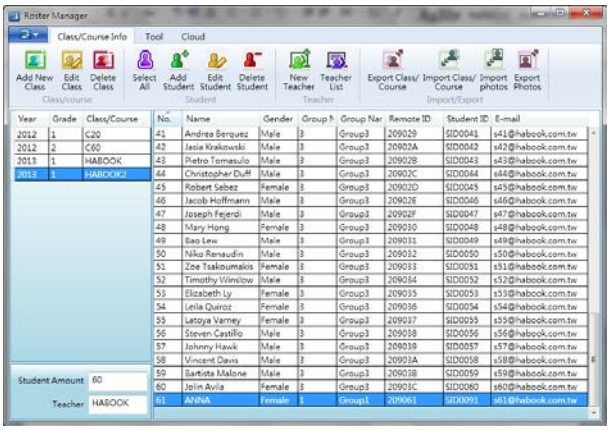
Step 1: Select the class/course you wish to add this new student to, and click "Student Info".



Step 2：A window of student information will pop up for you to fill in. Click "Save" to save.

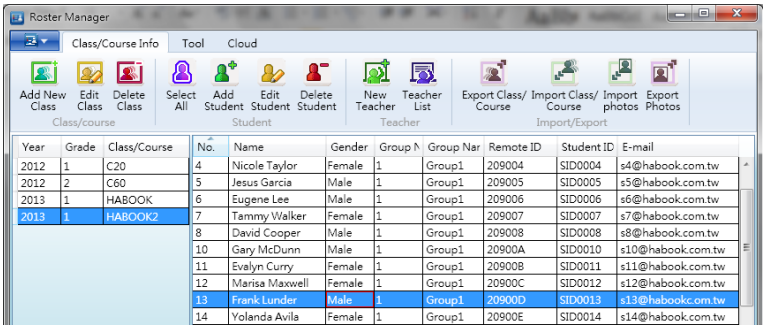


Step 3: Go to the student list of the class/course you just edited, you will see the new student.

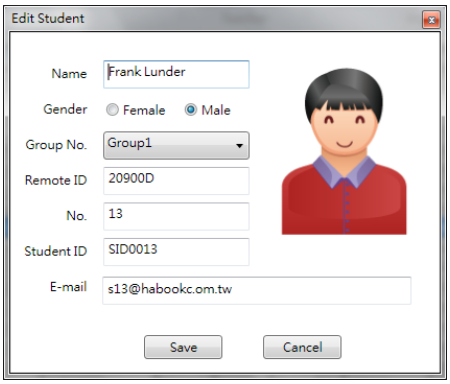


2. Edit student information

Step 1：Select the student you wish to alter, click ”Edit Student”.


Roster Manager
Class/Course Info
Tool
Cloud
Add New Class
Edit Class
Delete Class
Select All
Add Student
Edit Student
Delete Student
New Teacher
Teacher List
Export Class/ Course
Import Class/ Course
Import photos
Export Photos
Class/course
Student
Teacher
Import/Export
Year Grade Class/Course
2012 1 C20
2012 2 C60
2013 1 HABOOK
2013 1 HABOOK2
No. Name Gender Group N Group Nar Remote ID Student ID E-mail
4 Nicole Taylor Female 1 Group1 209004 SID0004 s4@habook.com.tw
5 Jesus Garcia Male 1 Group1 209005 SID0005 s5@habook.com.tw
6 Eugene Lee Male 1 Group1 209006 SID0006 s6@habook.com.tw
7 Tammy Walker Female 1 Group1 209007 SID0007 s7@habook.com.tw
8 David Cooper Male 1 Group1 209008 SID0008 s8@habook.com.tw
10 Gary McDunn Male 1 Group1 20900A SID0010 s10@habook.com.tw
11 Evalyn Curry Female 1 Group1 20900B SID0011 s11@habook.com.tw
12 Marisa Maxwell Female 1 Group1 20900C SID0012 s12@habook.com.tw
13 Frank Lunder Male 1 Group1 20900D SID0013 s13@habookc.om.tw
14 Yolanda Avila Female 1 Group1 20900E SID0014 s14@habook.com.tw

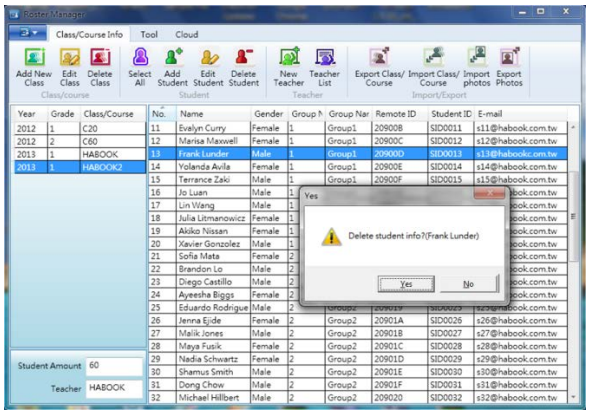
Step 2：A window of student information will pop up for you to fill in. Click “Save” to save.



3. Delete students

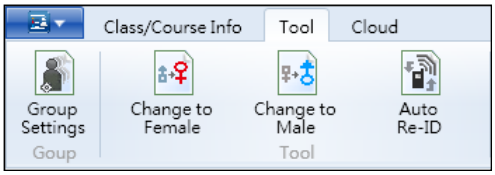
You may delete students from the list.

Step 1：Select the class you wish to delete this student from, find the student on the student list, and click “Delete Student”.



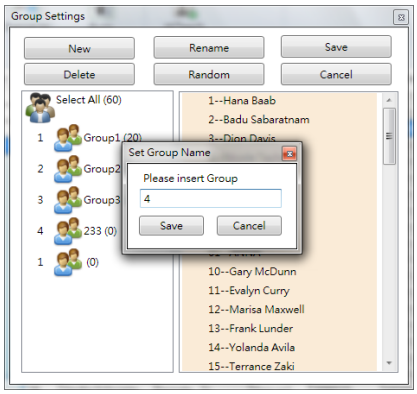
3-5 Group Setting

When students need to work in groups, click “Tool” in Roster Manager and click to setup groups. The related features are as follows:



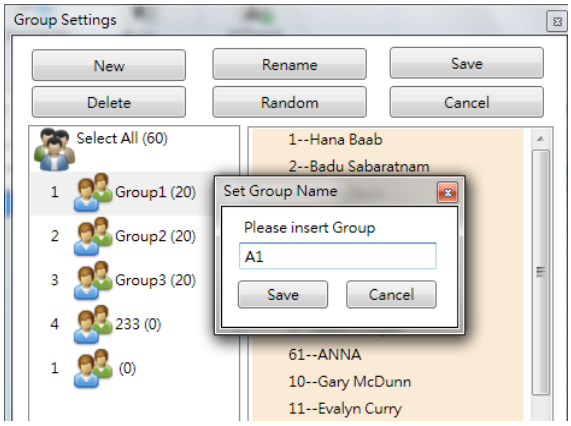
1. Add Group Data

Step 1 : Choose “Add new group” enter a group name, and click “Save” to complete the addition.



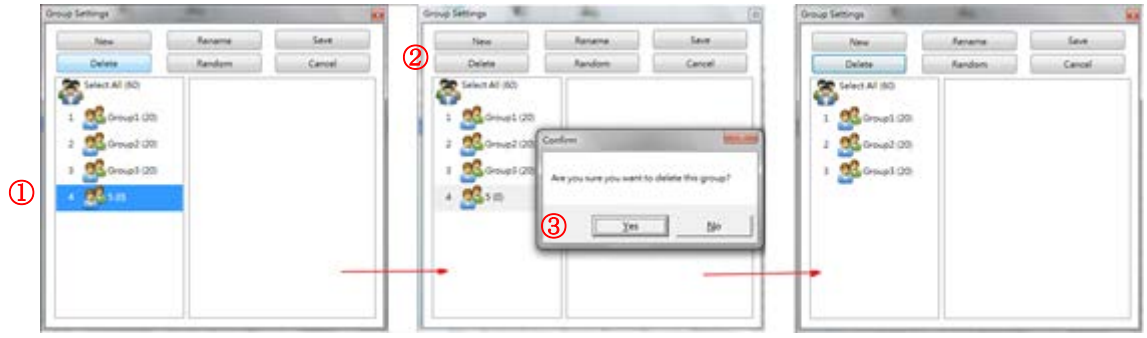
2. Change Group Data

Step 1 : Click the group whose name needs to be changed in the left column, and click “Change group name”. When the modification is completed, click “Save” to finish the process.



3. Delete Group Data

Step 1 : Click the group in the left column which is to be deleted, click “Delete group”, and click “Yes”. The chosen group data is then deleted.

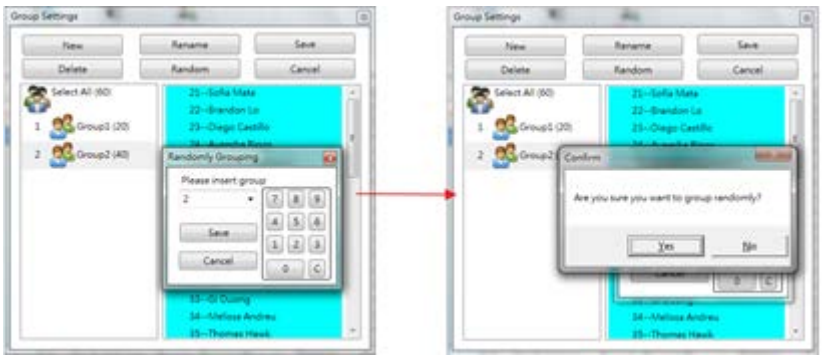


Step 2 : If the group you wish to delete contains numbers of members, press “Yes” first. Then you can confirm the group to be deleted and transfer members to other group. Enter the group number you wish to transfer to, and press “Yes” to delete that group.

4. Random Grouping Data

Step 1 : Click “Random grouping”.

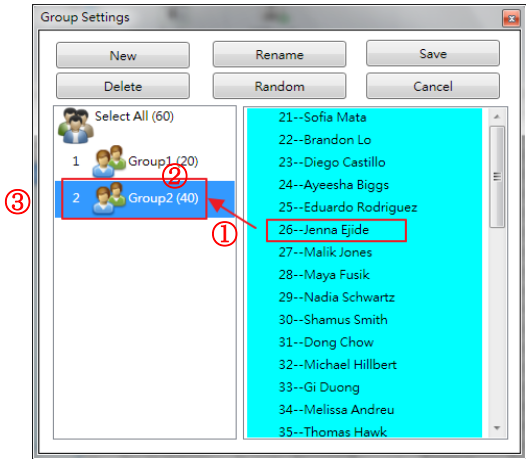
Step 2 : After entering the number of groups, click “Yes”. The Random Grouping Confirmation window will pop up, and click “Yes”. Then, the random grouping is completed.



5. Drag

Drag can be employed when students need to be changed to other groups.

Step 1 : Directly click students who should be changed to other groups in the right column. Drag them to a new group and regrouping is completed immediately.

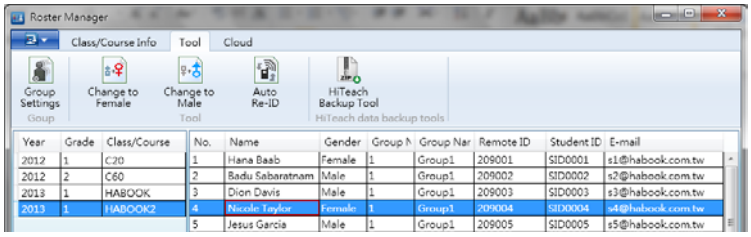


Step 2 : After regrouping is confirmed, click “Yes” and complete the data of regrouping. Click “Cancel” to withdraw.

3-6 Student Gender Speed Setting

You may set up students’ gender in “Tool” tab.

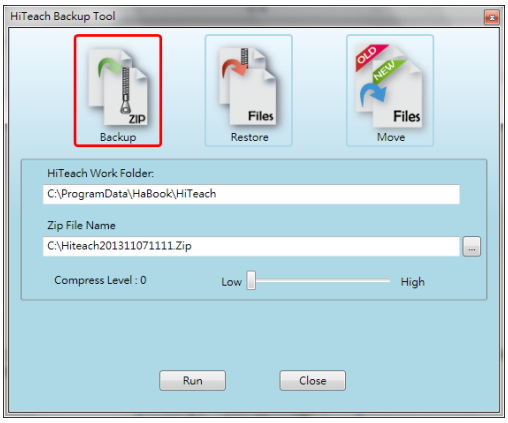
Select students you wish to alter, and click ”Change to Female/Change to Male”.


Roster Manager
Class/Course Info
Tool
Cloud
Group Settings
Change to Female
Change to Male
Auto Re-ID
HiTeach Backup Tool
Year Grade Class/Course
No. Name Gender Group N Group Nar Remote ID Student ID E-mail
2012 1 C20
2012 2 C60
2013 1 HABOOK
2013 1 HABOOK2
1 Hana Baab Female 1 Group1 209001 SID0001 s1@habook.com.tw
2 Badu Sabaratnam Male 1 Group1 209002 SID0002 s2@habook.com.tw
3 Dion Davis Male 1 Group1 209003 SID0003 s3@habook.com.tw
4 Nicole Taylor Female 1 Group1 209004 SID0004 s4@habook.com.tw
5 Jesus Garcia Male 1 Group1 209005 SID0005 s5@habook.com.tw

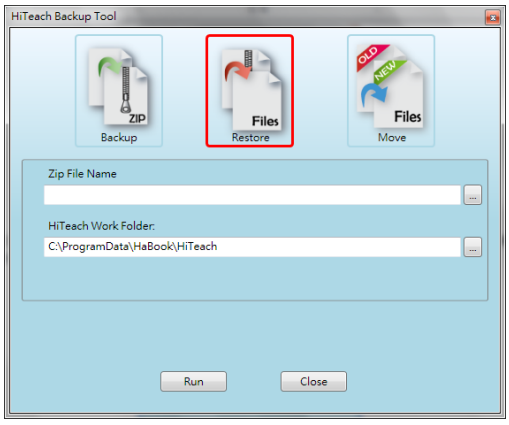
3-7 HiTeach Database Backup Tool

HiTeach Database Backup Tool provides data backup, data recovery, and change of default route to react to any situations and prevent data loss.

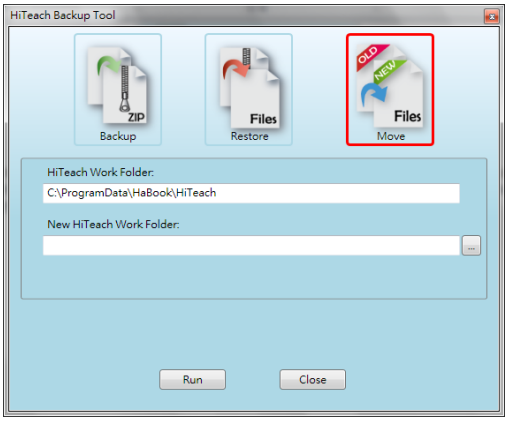
Step 1 : Data Backup: Choose the items to be backed up, and click “Run” to back up all activity information of the equipment as a Zip file.



Step 2 : Data Recovery: When it comes to equipment breakdown, renewal, and transfer, you can choose the database files that have been backed up to restore the HiTeach TBL 2 data in the previous equipment to the new computer equipment.

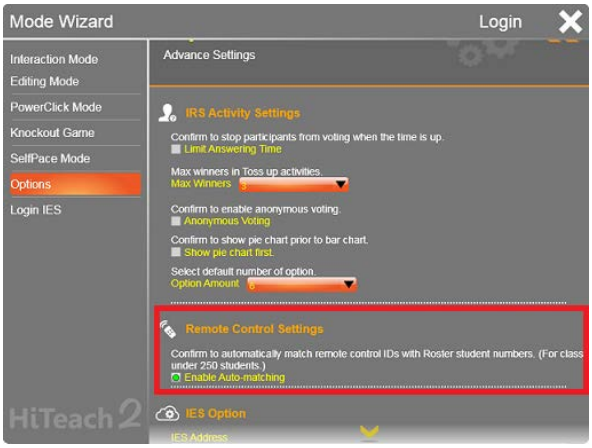


Step 3 : Data Movement: Some computers are equipped with recovery mechanisms out of safe and convenient management. However, such recovery mechanisms will lead to deletion of activity information after restarting the system. To prevent such data loss, by clicking “Move”, you can alter the HiTeach TBL 2 database route that is affected by recovery mechanisms to unaffected disk sectors.



3-8 Keypad Auto Re-encode

By default, HiTeach TBL 2 recognizes keypads in order by their MAC ID (under 250 keypads). If you wish to have an IRS activity with more than 250 participants (over 250 keypads), you will need to manually set up the keypads in Roster. Please un-check “Enable seat mode” in HiTeach TBL 2 and come back to Roster.



Step 1 : Select the class/course you wish to proceed IRS activity with, and click on the first student on the list.

Step 2 : Click “Auto Re-encode”, and insert the MAC ID of the first keypad. You may find MAC numbers on each keypad’s back label.

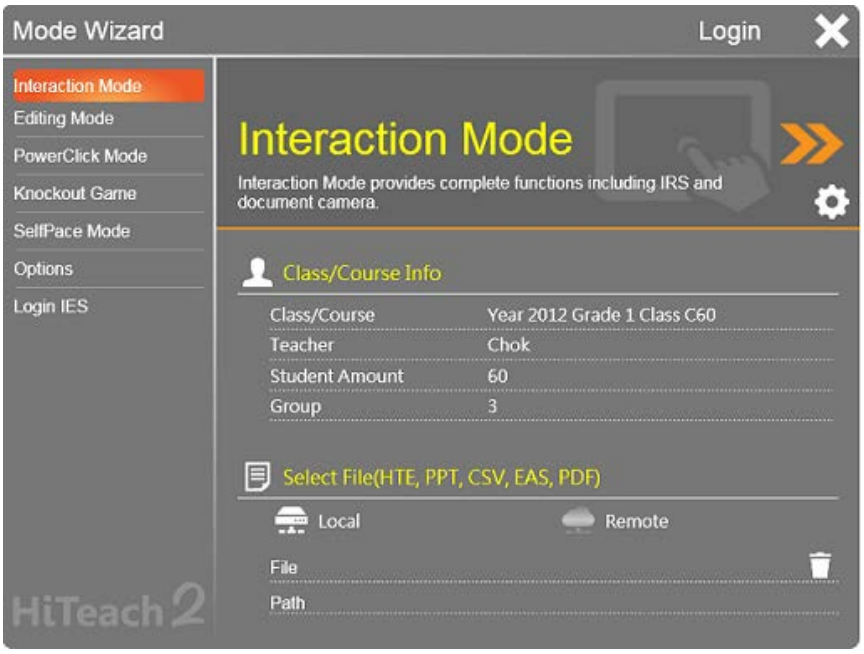
Step 3 : Click “Save”, then you will see the following students with their Remote IDs in order.

Note: When you are adding a new class, you can also adjust settings by enter MAC ID in Remote Control Initial Number Column.

Chapter 4 HiTeach TBL 2 Functions

4-1 Mode Wizard

The window of Mode Wizard shows up when HiTeach TBL 2 starts. You may select a suitable mode for your current activity, the teaching material, and the class/course.



There are 5 modes in HiTeach TBL 2 :

1. Interaction Mode: Includes complete functions of IWB, DC, and IRS.

NOTE: HiLearning must be operated with Interactive Mode.

★Notice：

Before starting interaction mode, if you plan to conduct IRS activity under interactive mode, please select the class you wish to have activity with.

You can also open premade instructional materials from local drive or cloud.

Note: Instrutional materials from cloud can only be retrieved with IES.

2. Editing Mode: For editing materials before class, there's no IRS function in this

mode. Files saved from editing by HiTeach TBL 2 are in HTE format. Editor's PPT file is not supported.

3. PowerClick Mode: You may import PPT files edited with IRS activities (please refer to item 1, 5-1 for adding IRS questions to PPT files), and proceed IRS on your PPT files.

4. SelfPace Answering Mode: SelfPace mode is designed for test and quiz. Teachers may launch a test that every student is able to answer questions on his/her own pace. Please refer to the specifications of SelfPace answering mode on Chapter 11.

5. Knockout Game: IRS activities by eliminating students step by step to get a final winner.

6.Options: you may proceed the further advanced settings related to IRS to set up utilities such as max winners in toss up activities, anonymous voting, the pie chart of correction, and pop quiz activities.

4-2 Interface

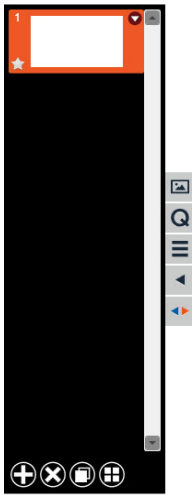
1. By default, the tool bar is on the right side and page manager on the left. ◦

2. : The green bar works with student tablets interaction, more details please refer to CH.6.

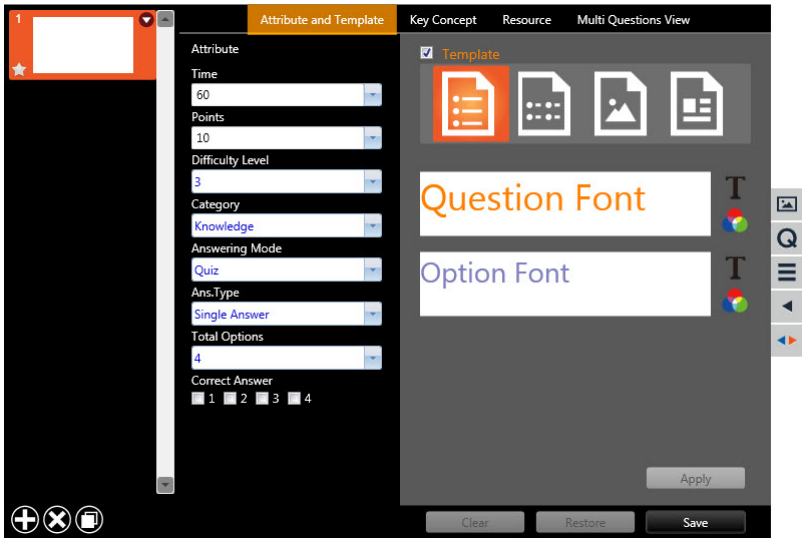
3. Click to switch sides.

4. **Page management:** open the current page list, and present all page management setting functions.

Page list: showing all pages, add in, delete, copy pages, and column or row type presented pages.



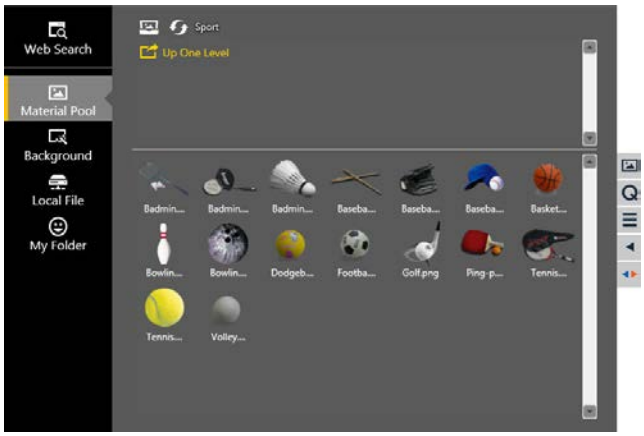
Question editing: to edit question classifications, answer settings and template applications (please refer to the descriptions in 5-2).



Multi-media database

Material Pool: You may add more pictures to your data pool by pasting them in HiTeach folder located as below.

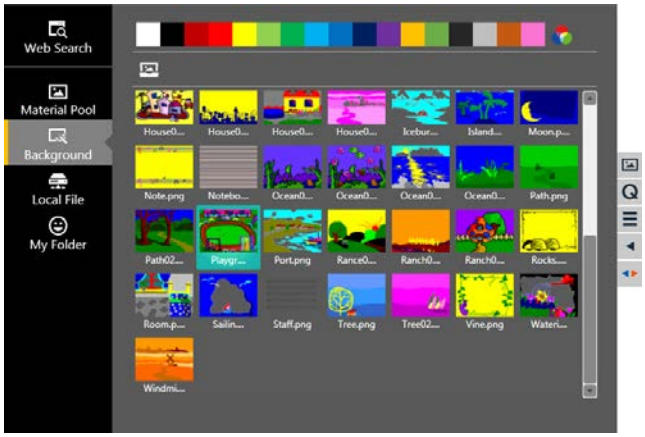
※The default path is C:\Program Files \HaBook\HiTeach\Resource\Openclipart or C:\Program Files (x86)\HaBook\HiTeach\Resource\Openclipart



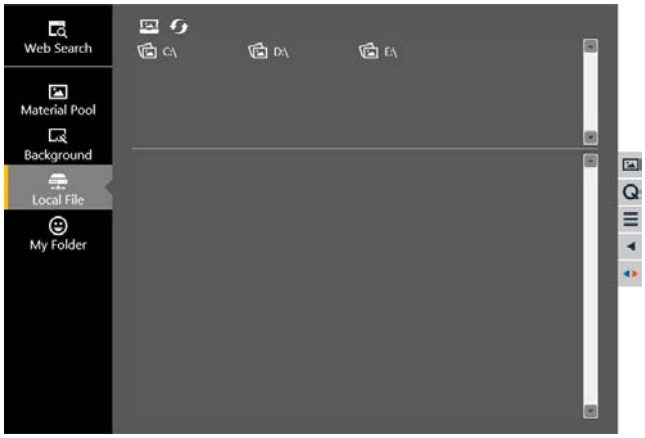
※You can click on materials you need. The chosen materials will be directly added into the IWB page.

Background Pool: You may also add new background files to the data pool located as below.

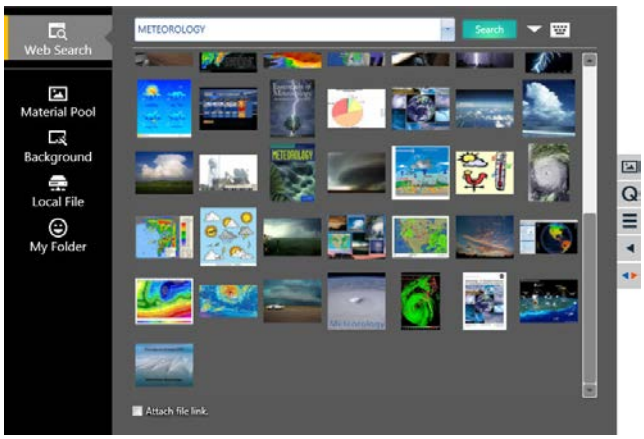
※The default path is C:\Program Files \HaBook\HiTeach\Resource\Backgroudns or C:\Program Files (x86)\HaBook\HiTeach\Resource\Backgrounds



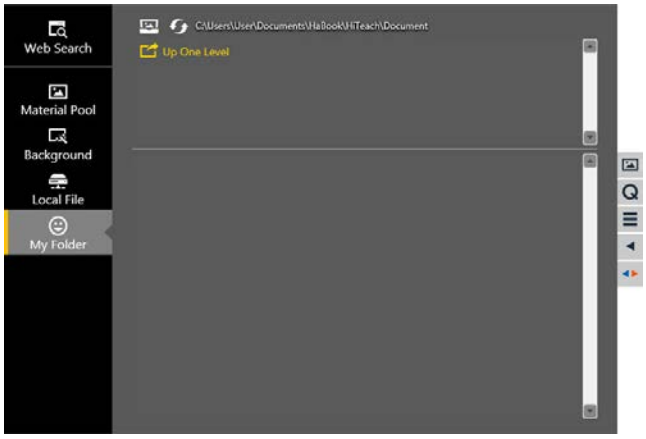
Local Files: Choose pictures from your local drives.



Web Search : Type in key words and search, the program will show related pictures from the web. Add them onto your page by clicking (Please make sure your computer is connected to the internet).

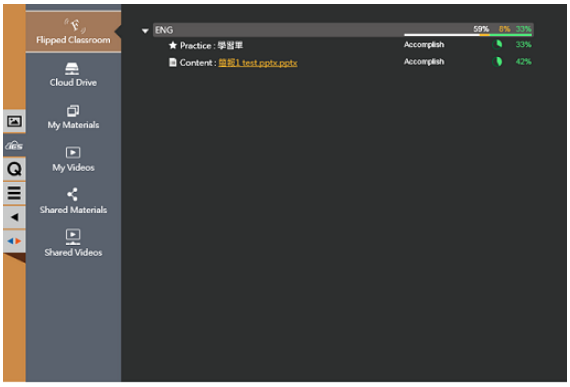


My Folder : Choose files from system's default folder.

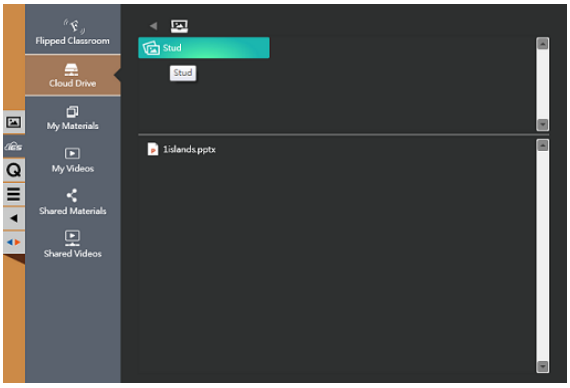


IES: (need to work with IES account**)**

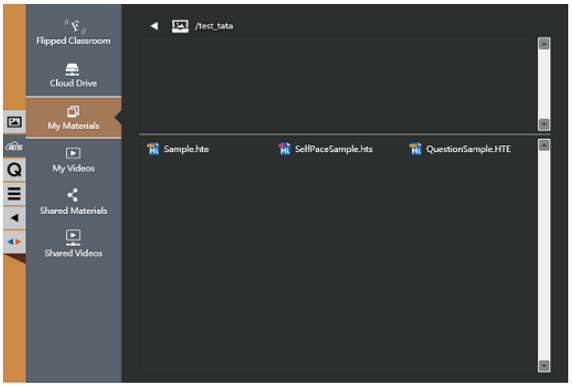
◆**Flipped Classroom**: teachers could check student worksheet, online tests and questionnaires and monitor the progress.



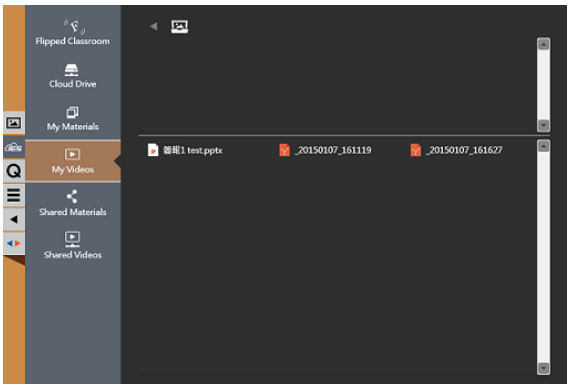
◆**Cloud Drive:** load the data from IES Network Drive.



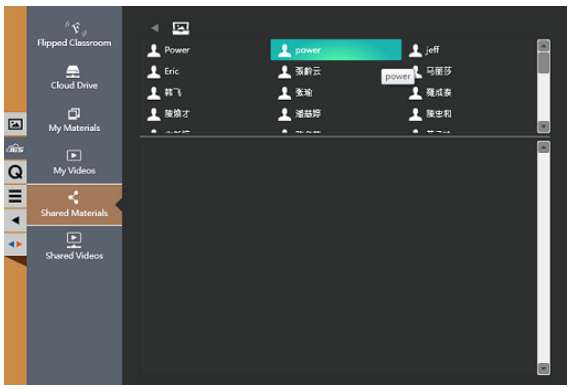
◆**My Materials:** load the teaching materials pre-saved on IES.



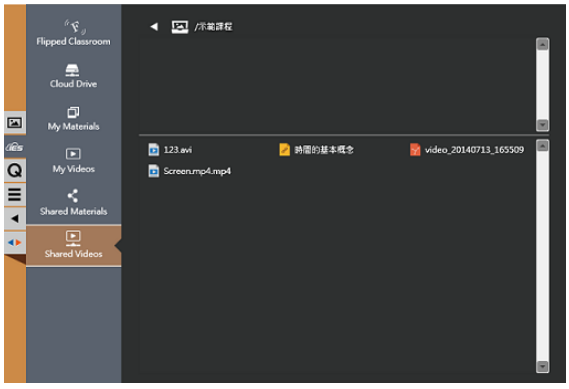
◆**My Videos:** load the videos pre-saved on IES.



◆**Shared Materials:** load the materials shared by other teachers on IES.



◆**Shared Video:** load the videos shared by other teachers on IES.



HiTeach TBL 2 tool bar functions：

	System Menu	With Open, Save, Import, Mode Wizard, Utilities, Setting, Product Information, and Exit.
	Undo	Recover strokes after wiping them off.
	Redo	Reverse the Undo to a more current state.
	Select	Pick objects.
	Pen	For general teaching marks. Colors and thickness can be adjusted.
	Special Pen	With options of Brush, Highlighter, Twinkling pen, Magic pen, Line, and colors.
	Eraser	Erase stokes and objects. Multiple ways of erasing are available.
	Shape	Insert various shapes, such as circles, triangles and squares. Different colors can be selected.
	Textbox	Circle certain fields as textboxes and type in words.
	Color	Select colors when choosing pens or shapes.
	IRS	Activate IRS to take Pop quizzes or Buzz-in.
	Document Camera	Activate ezVision document camera to film, record, and do screenshots to utilize images in HiTeach TBL 2 IWB pages.
	Interactive Tool	Provide teaching kit including Spotlight, Curtain, Film, Screen Shot, Pick-out, Math Tools, Score Boards, Sticker, and Automatic Continuous Marking.
	Zoom	Do 1:1 image recovery, zoom-in/out and move images.
	New Screen Page	Add the current desktop image in IWB Page, and Mouse Mode can also be selected to operate with computers. This feature serves the purpose of both teaching and computer operation.

	New IWB Page	Add a new IWB page.
	Previous Page	Go to the previous image.
	Next Page	Go to the next image.
	Clear Page	Remove all of the current strokes and objects.
	Minimize	Show or hide the HiTeach TBL 2 to switch between IWB and computer operation.
	Advanced Feature	Zoom-in/out, switch, rotate toolbar and open Toolbar Manager.

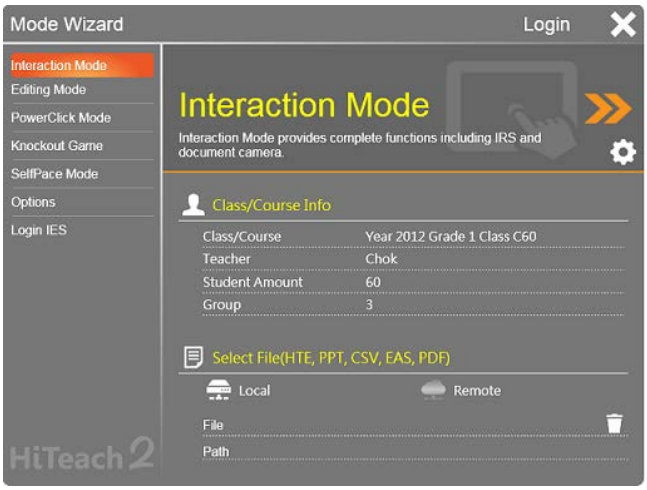
4-3 System Menu

Click Hi to pull out system menu :

1. File

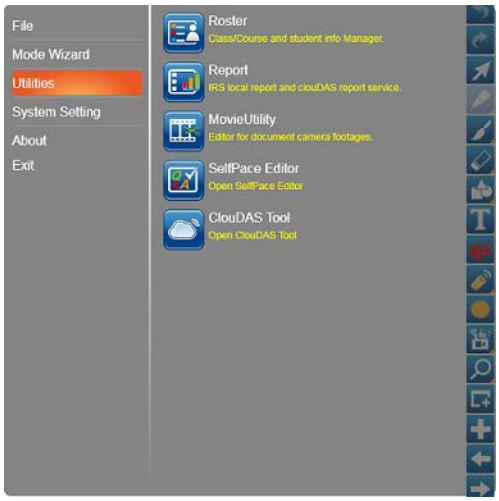
- **New File**: Close current file and open a new one. Before the current file closes, system will ask whether you want to save it.
- **Open File:** Open an existing file.
- **Save:** You may save current file in HTE format for next time.
- **Save As:**Save current file as a new file.
- **Import:** Import existing PDF,PPT, CSV, and EAS files.
- **Export:** Export current pages in JPEG or PDF formats.

2. Mode Wizard



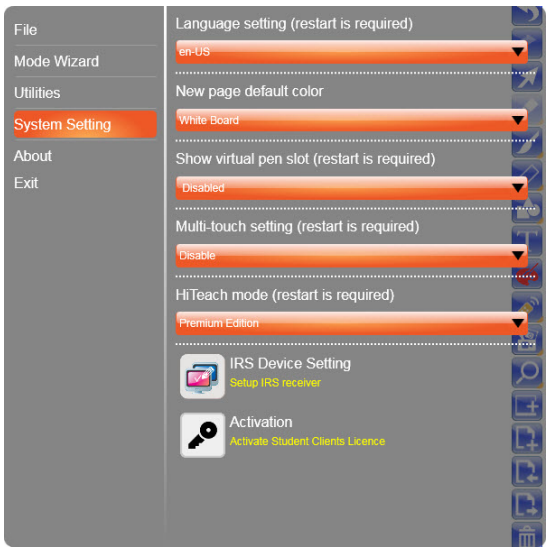
Select the appropriate mode according to current needs or teaching activity.

3. Utilities



- **Roster**：Manage your class/course, edit teacher, student, keypad information here. (Please refer to Chapter 3 for details.)
- **Report**：Manage reports of IRS activities here. (Please refer to Chapter 9 for details.)
- **MovieUtility**：Manage reports of IRS activities here. (Please refer to Chapter 6 for details.)
- **Selfpace Editor**：Edit your own Selfpace test or quiz. (Please refer to Chapter 7 for details.)
- **clouDASTool**：Merge your class diagnosis reports including in-class and cross-class in cloud. (Please refer to Chapter 8 for details.)

4. System Setting



If you have purchased additional IRS Interactive Response System (with a physical

RF remote control and a RF receiver), you can make the setting of IRS Interactive Response System here, so that the signal of the remote control can be correctly sent to the computer. According to different receivers, the ways of setting differ as follows: (Please ignore this step if you use with a HiLearning tablet instead of a physical RF remote control.)

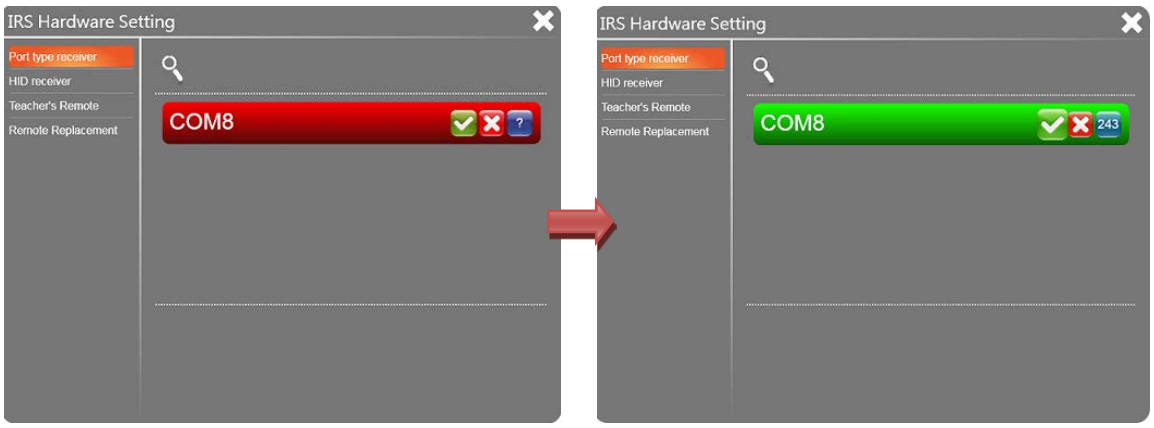
(1)Select IRS Hardware Setting to set up IRS Device.

(2)Set up the COM port of receivers.

If your receiver is a RF-15 disc-shaped receiver or a RF-05 Dongel receiver (shown in the pictures):

RF-15	RF-05

When you connect the IRS to your computer for the first time, you have to set up in the COM port. After the IRS receiver is plugged in, click , and the system will search for the receiver automatically. Successful connection will make the COM port turn green into red. (If there is an abnormal connection, button in HITeach TBL 2 Toolbar will turn into orange. When the connection gets successful, the IRS will be green.)



If you use RF-05H Dongle receiver (shown in the picture):

RF-05H

The system automatically activates receiver device. You can acquire or set up receiver channels from HID Port.

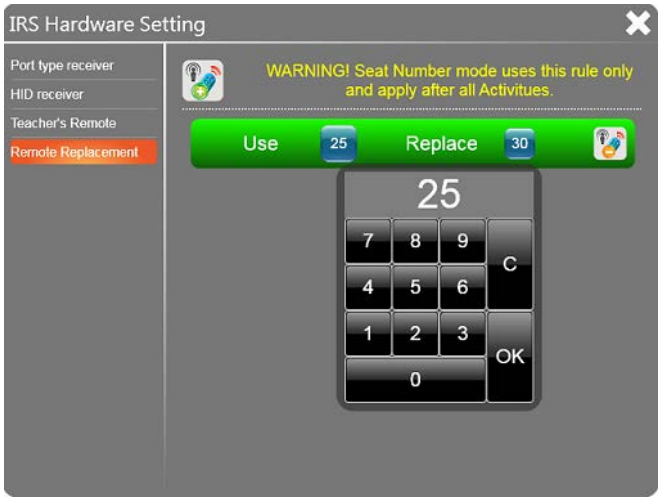
(3) Set up Teacher's Remote

After setting up IRS Connection, the following is to set up teacher's remote. Please click to add a new teacher's remote or click to modify teacher's remote. Then enter the 6-digit number (English letter not included) on the sticker at the back of teacher's remote to complete the setup.

Note: If you wish to use students' remote control to temporarily replace teacher's remote, the MAC number of remote controls should be added here, and IRS activity should be adjusted to Number-checking Mode to be functioning normally.

(4) Replace remote controls:

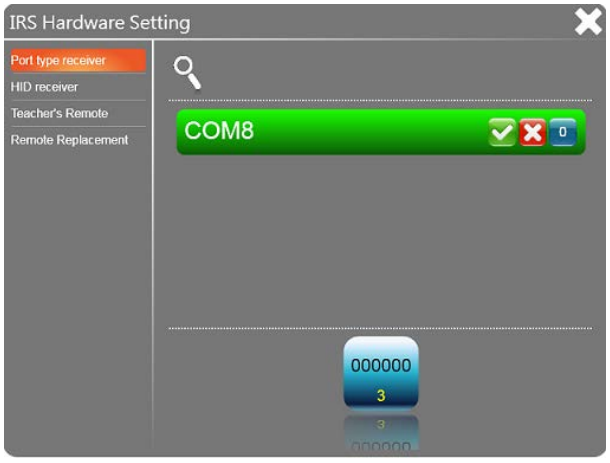
When remote controls are mislaid or breakdown and you have extra unused remote controls, you can employ the setup feature of switching remote contols to replace the remote control of a number with your preferable seat number.



Note: Remote Control Replacement Feature applies only to Seat-number Mode and functions normally only with physical RF remote controls.

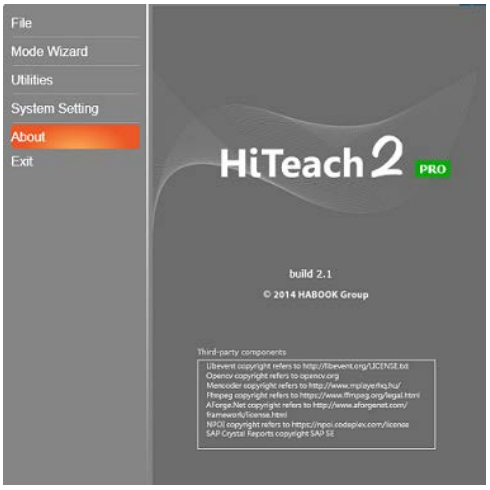
(5)Test remote controls:

When the setup is completed, to check if RF remote controls are normal and if the number fits, you can press any button on the tested RF remote control in the setup of COM port, and the system will show the number of this remote control if set up successfully.



5. About

This feature shows HiTeach TBL 2 version and related information.

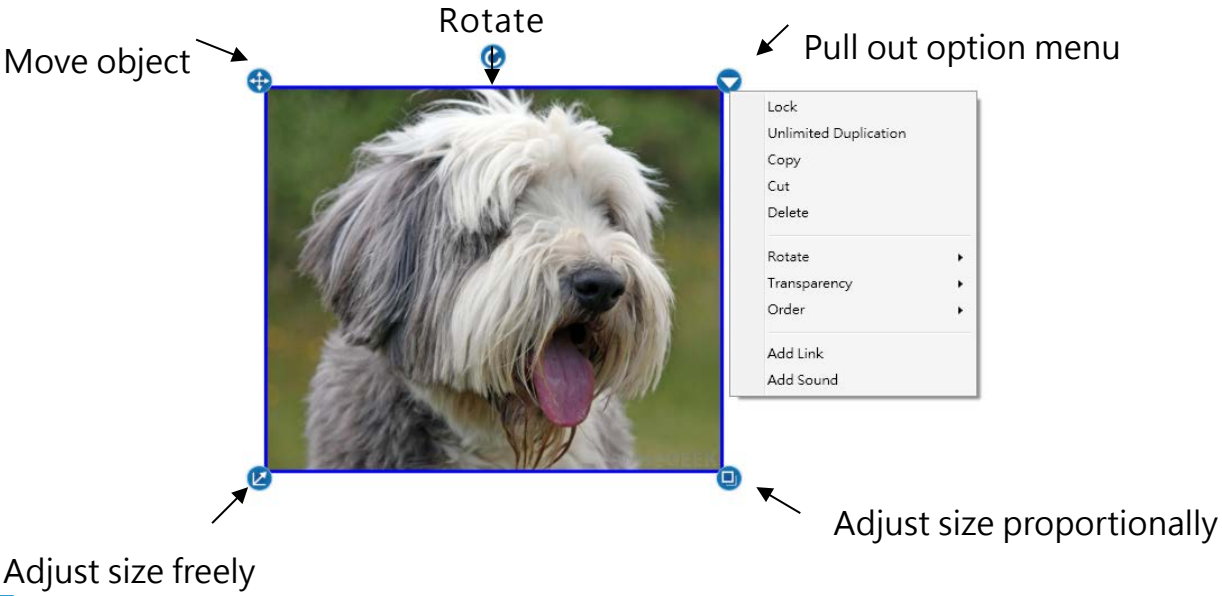


6. Exit:

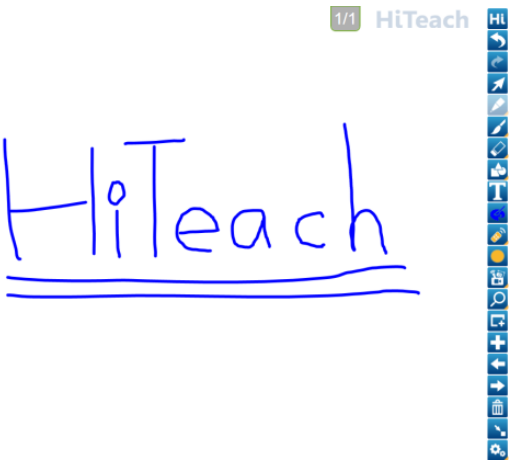
Exit HiTeach TBL 2 system.

4-4 Tool Bar Button

1. **Undo:** Go 1 step back.
2. **Select:** Select, move, rotate objects, and open object menu.



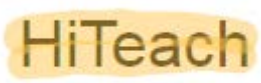
3. **Pen:** Different colors and sizes for your preference.



4. **Special Pen:** Click on the special marker icon to get pens with different effects.

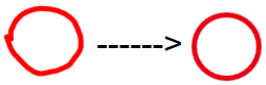
Brush：Thick for horizontal writing and thin for vertical.

Highlighter：You may adjust the degree of transparency.



Twinkling Pen：Twinkles for emphasizing, can only appear once. If you mark with twinkling pen in another place, the previous mark will disappear.

Magic Pen：Automatically calculate drawings and turn them into objects.



Scaledown Pen：Downsize writing in your order; you may move the drop point around to determine the location for next writings.

Line：Straight lines in different colors.

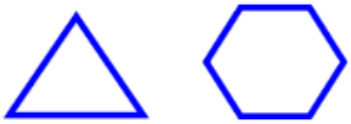
5. Eraser:

Standard：Erase handwritings only.

Object：Erase by clicking on objects.

Circled：Eliminate all objects and writings that are circled.

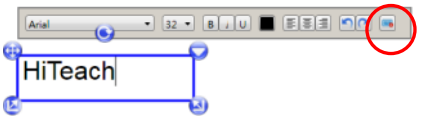
6. Shape:



Quickly insert all kinds of geometry shapes.

7. Textbox:

Type in your text in the textbox with different fonts and sizes.



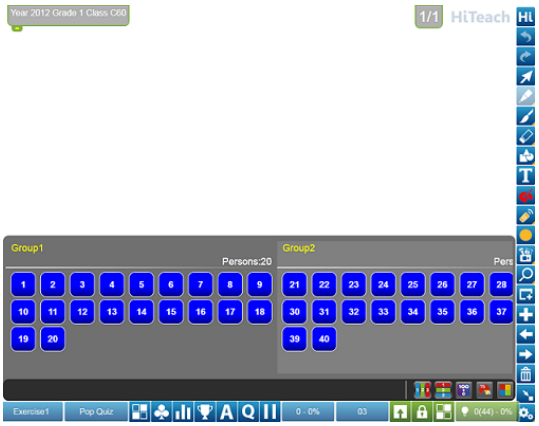
Selecting this button appears a virtual keyboard

8. Color Setting:

Adjust color of markers and shapes.

9. IRS:

Pop Quiz：Activate IRS immediately without premade questions.



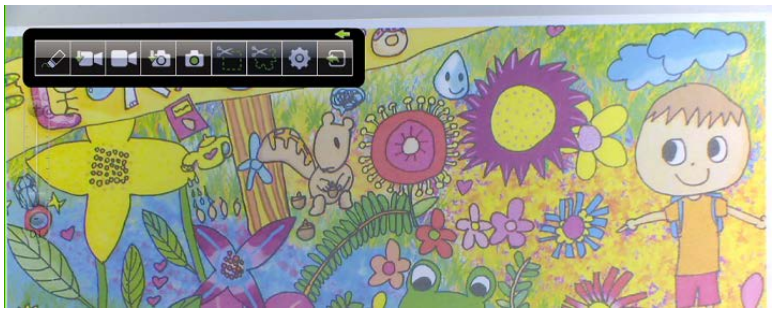
Buzz-in：Students compete to get the right of answering teacher's oral question.

10. Document Camera：

If you have purchased ezVision document camera, you can take advantage of HiTeach to perform more functions. There are three document camera features available when you click .

※ After successfully connecting to HiTeach, green document camera will appear. If it does not pop out, please check again whether the power of document camera has been turned on, or please change USB port.

Standard：Take pictures of objects or paper by whole or cropping.



Function Description：

	Clean all markings on the screen.
	Film and save as…
	Film
	Take a picture and save as…
	Take a picture and paste on the screen.
	Take a rectangle-shape picture and paste on INB page.
	Take a rectangle-shape picture and paste on INB page.
	Setting options
	Quit

※ You can also make adjustments of icons with Toolbar on the left, such as brightness and size (icons vary slightly in different types).

Comparison：Take 2 to 9 pictures and compare them on the same page (please refer to ezVision Manual for more information).

Comparison mode can divide into 2-, 4-, 6- and 9- split screens. The figure below is a

four-split screen demonstration.

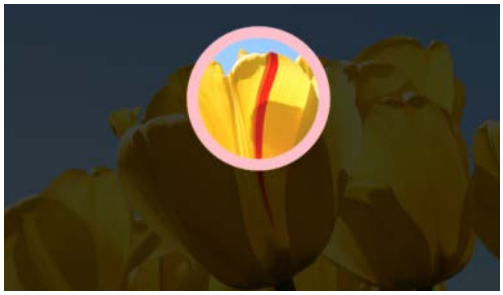
It is recommended to adding a blank page to present new shoot pictures.

Time-lapse Filming: Set up time frame for the program to generate a video with pictures taken in the period. You may save the video in formats of your preference, also save all the pictures individually.

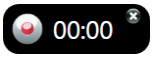
Press this button to start the timer to take pictures. Please do not turn off HiTeach TBL 2 software and computers, if you would like to take pictures for a long time.

11. Interactive Tools:

Spotlight：Drag the size and shape-changeable spotlight oval around to show emphasized part of page.

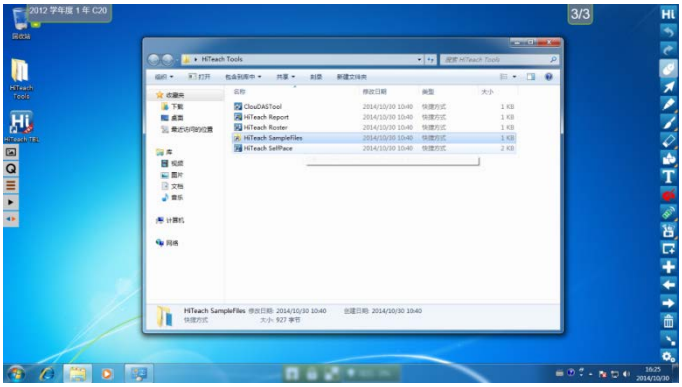


Curtain：Drag dots on four sides to determine revealed part of page.

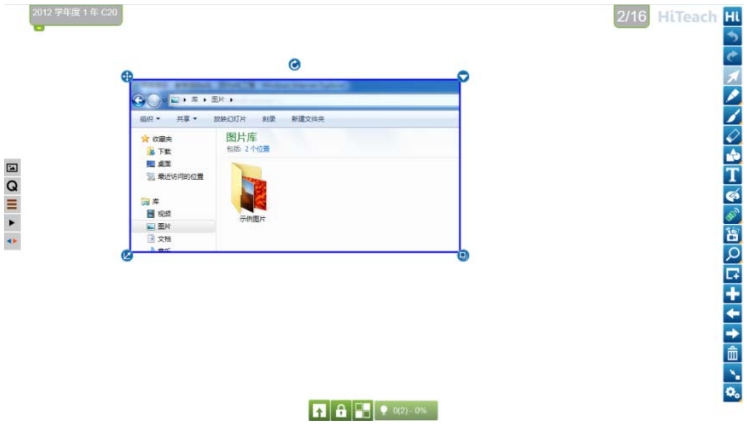
Film：Film IWB operations by clicking 

on the record button.

Screen Annotation：Write notes on current computer screen.



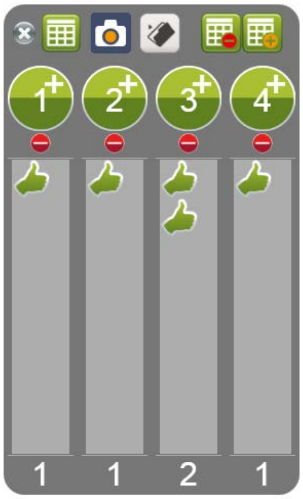
Crop Screen：Capture screenshot and paste on IWB page as an object.



Crop IWB page：Crop part of the computer screen and paste on IWB page.

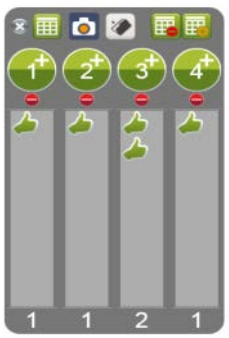
Pick a Student：Randomly pick a student by computer (please refer to 5-2 for details).

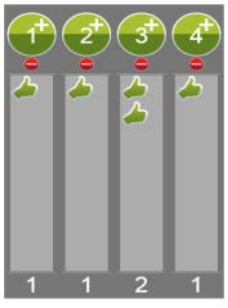
Score board：Assign or minus score to different groups.



※You can select or to increase or decrease group numbers.
can also be used to change the score icon.

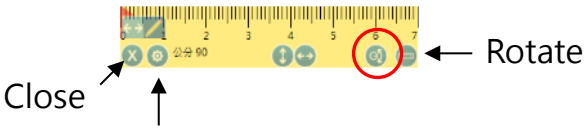
※In addition, you can use to take photos and paste photos onto the page as a group teaching record.





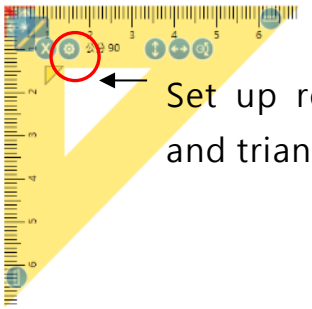
Ruler：Measure and draw lines.

Please press to drag the desired length, then press, it will appear the line length.



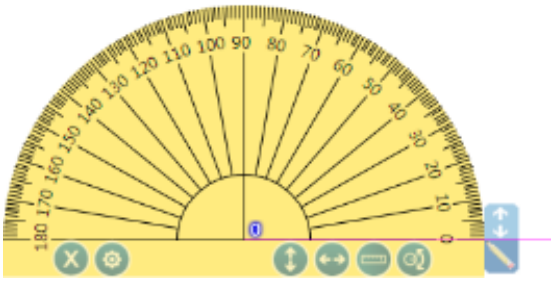
Set up rotate angle, unit (cm/inch), and transparency.

Triangle：Use the scale on two sides to measure and draw line.



Set up rotate angle, unit (cm/inch), transparency, and triangle type (1:1:1 / 3:4:5)

Protractor：Measure and draw angles.



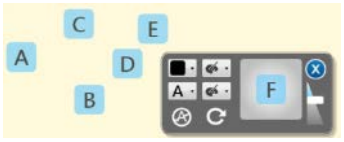
Compass：Draw circles in different sizes.

① please drag the desired length

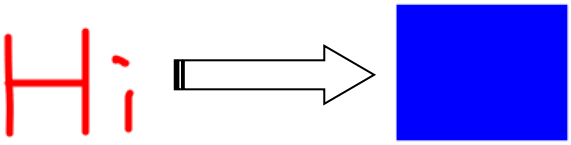
② Please drag the circle

Timer：Time or count down; multiple records can be saved.

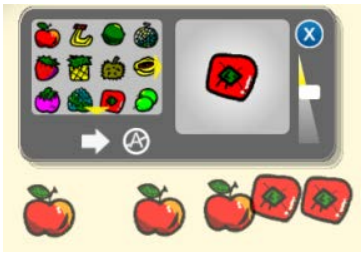
Number tag：Place tags in order of alphabet or number.



Block：Place blocks to cover parts of IWB page.



Sticker：You may choose the desired stamp icons and adjust the sizes of the stamps.



12. Zoom：

Zoom In
Zoom Out
Panning
Home

13. New Screen Page

Add an IWB page with computer screenshot as background.

14. New IWB Page

Add a blank IWB page.

15. Previous Page & Next Page：

Go to the previous or next IWB page.

16. Clear Page：

Clear all objects and writings on current page.

17. Minimize HiTeach TBL 2

Minimize HiTeach TBL 2 to the bottom right of your computer screen.

18. Advanced Feature：

Tool Bar Size：Shrink tool bar to leave only Previous Page and Next Page.

Switch Side：Switch sides of tool bar and page manager.

Rotate：Change tool bar to horizontal or vertical.

Features：Customize your tool bar.

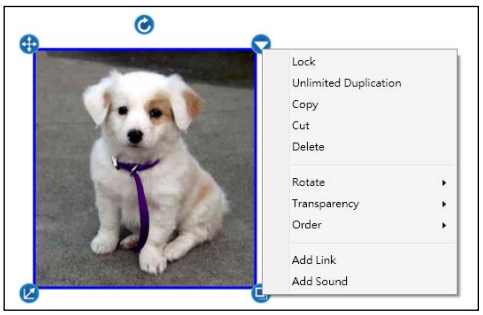
There are 2 settings of tool bar for your preference in “Features” setting.

Setting 1：Show complete tool bar.

Setting 2：Only show parts of tool bar.

4-5 Editing Objects

Click “Select” icon to select and edit objects on your page. Pull out object menu for more options.



1. Lock :

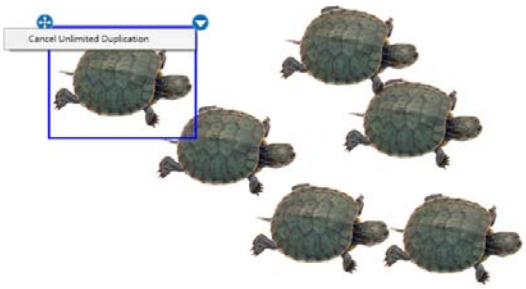
Lock selected object so it can’t be moved. Open the object menu again to unlock.

2. Copy, Cut, and Delete:

You may copy, cut or delete by selecting the options on the object menu.

3. Unlimited Duplication:

After clicking on this feature, you may duplicate unlimited copies of the same object. Open the menu again and select “Cancel Unlimited Duplication” to stop.

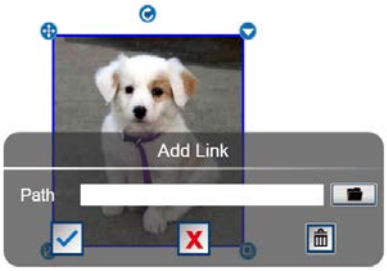


4. Rotate, Transparency, and Order :

You may rotate an object, change its transparency, or adjust its order in comparison with other objects.

5. Add Link：

Set a hyper link address or URL for the object.



6. Add Sound：

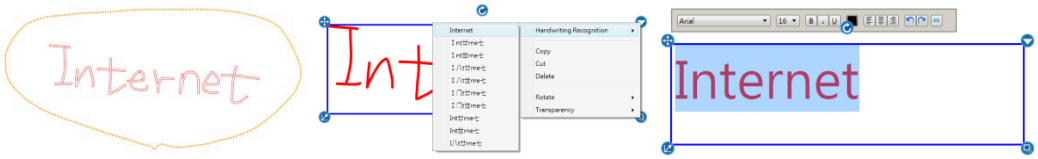
Set a sound file for the object. The sound plays when clicking on the object.

7. Insert Object：

Right-click on your page, and a menu will show up. Select “Insert Object” to add your multimedia materials on to the page.

8. Handwriting Recognition：

Write on the page by your finger or mouse, circle characters you wish to turn into digital text, and open object menu.



Write by hand　　Circle all strokes　　Select the correct character

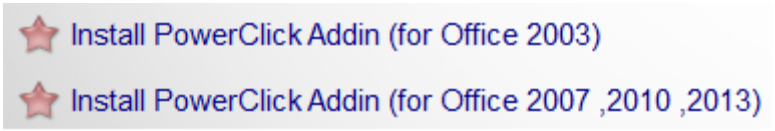
Chapter 5 IRS Activities

5-1 Create an IRS Activity

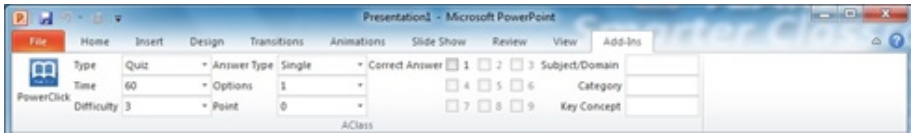
There are two ways to create IRS activities – by PowerPoint or HiTeach TBL 2.

1. By PowerPoint

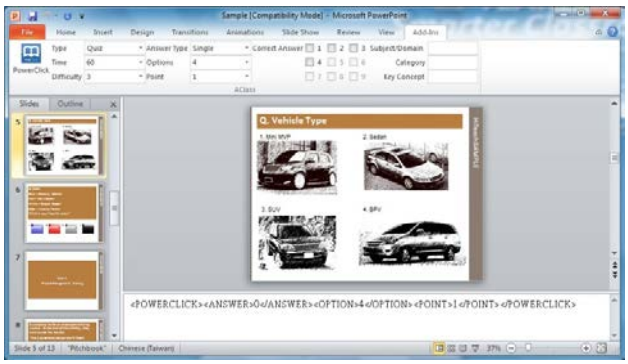
Step 1 : Make sure your computer is installed with PowerClick Addin, you can find it on the installation menu when you run HiTeach TBL 2 software disk.



Step 2 : After installing PowerClick Addin, you will see the Add-Ins tab on top of PowerPoint window (For PowerPoint 2007, add-ins will appear on the top automatically; if you do not find the button of Powerclick in the toolbar of PowerPoint 2003, please click> View -> Toolbars -> Select Powerclick)



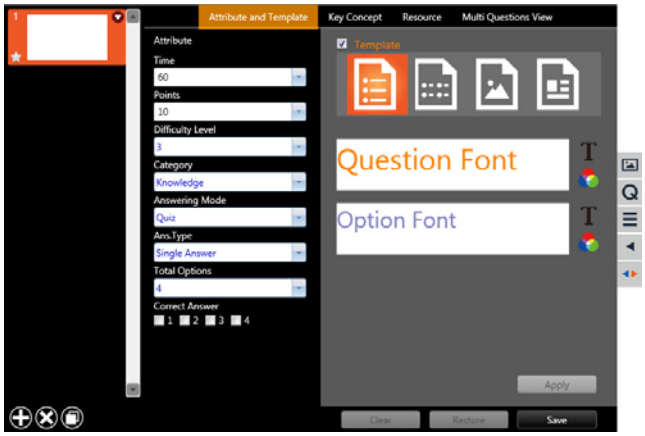
Step 3 : Now you could start editing questions in PowerPoint and set up the activity parameters such as question mode, and points. Each PowerPoint page may contain one question.



2. By HiTeach TBL 2

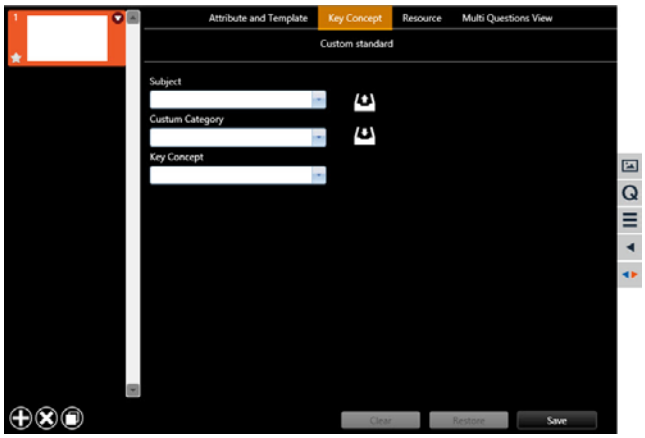
Step 1 :Pull out page manager panel on the left side of HiTeach TBL 2 interface.

Step 2 :Open question manager. And you'll see the settings on the question manager panel.



Step 3 : You can edit your question with the options listed, and set the IRS question type (refer to 5-2 for types of IRS question), the correct answer, scores, answer time, the option style, etc.

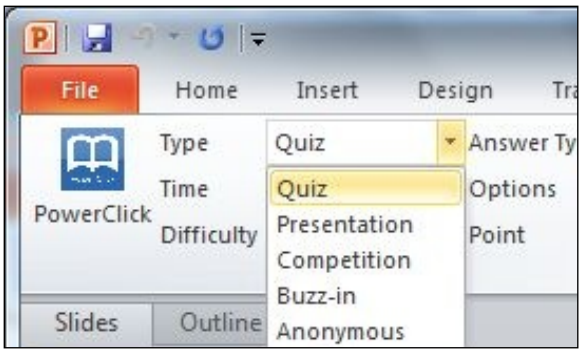
Step 4 : Next, you can choose to edit the key concept or customized it according to subjects, fields, categories of knowledge and keywords to complete editing, please press Save to complete it.

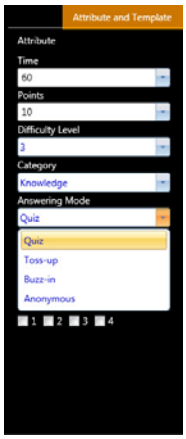


5-2 IRS Modes

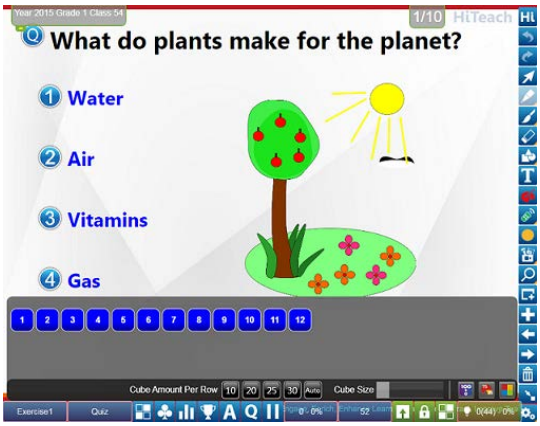
As long as you import IRS teaching material (HiTeach TBL 2 proprietary format file HTE, JPEG, PPT, PDF) into IWB pages, you can initiate IRS to implement assessments or teaching activities, including answering, buzz-in, knockout, Q&A on paper-based quiz, If you do not prepare paper-based materials, you can use pop quiz.

Following is for your reference of how to set the topics of IRS questions and the corresponding interaction mode.





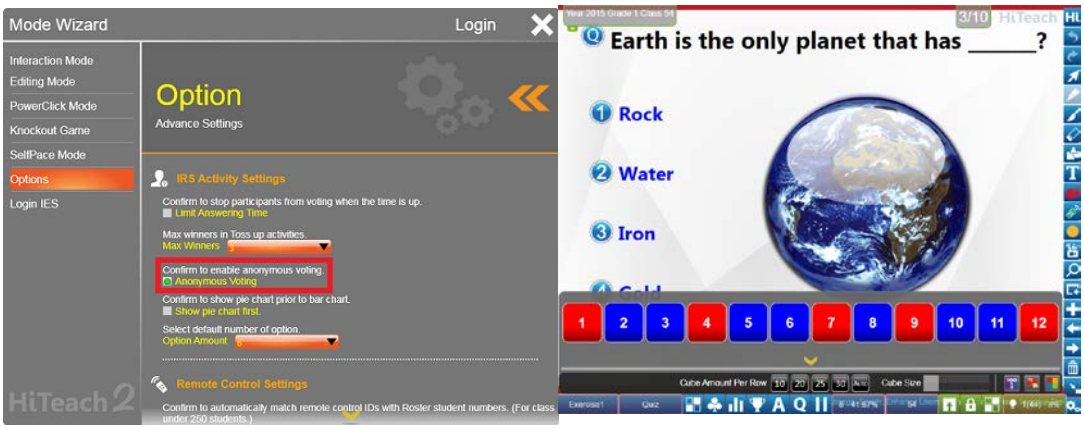
1. Quiz : If you set your IRS activity as quiz, IRS panel will automatically pop up when you move to this page. Students can answer with their keypads instantly.



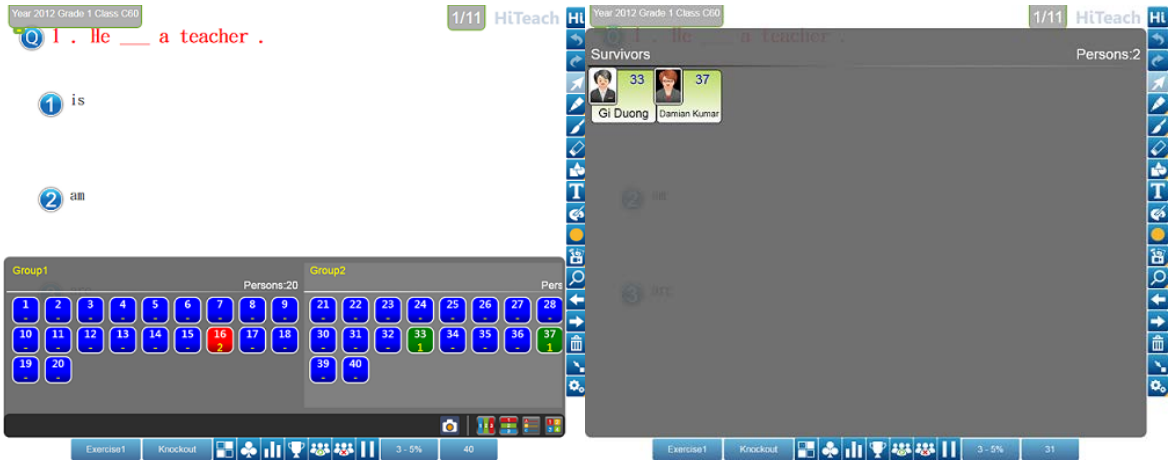
2. Toss-up：If you set your IRS question as Toss-up, the Toss-up panel will show on the bottom of IWB page when you move to this page. Only names of first three students who submit the correct answer will be shown on the panel.

3. Buzz-in : It's a little similar to Toss-up, but only the fastest student's name will be shown on the panel. He or she will then have the right to answer teacher's question orally. Pre-made question is not necessary for Buzz-in activity.

4. Anonymous : Teachers will not be able to see each student's choice to questions after the test finishes.



5. Knockout Game : The system will eliminate students who do not answer correctly. Only those who submit correct answer can proceed to the next question.



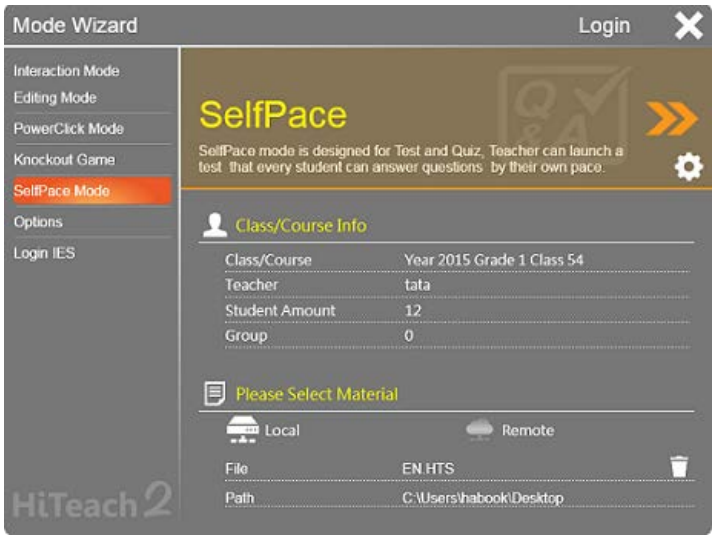
6. Pop Quiz : You may start IRS without any previous settings. Simply click on "Pop Quiz" from IRS Tool, IRS panel will show on the bottom of the page, and students can instantly answer or vote.

7. Pick A Student : Have the computer randomly pick one or multiple students to answer your question (If you do not set up class information in Roster or do not select your class when starting up HiTeach TBL 2, you will not be able to use this function).

After pick out, you can also press capture figure function to paste selected student's picture and name on the whiteboard page.

8. PowerClick：PowerClick mode allows you to import the PPT files that are created with PowerClick addin. In this mode, IRS panel pops up when you jump to pages that contain IRS questions that you set up with PowerClick addin in PowerPoint (Refer to 5-1). **(PowerClick mode only supports PPT(X) file. If you want to load materials in other formats, please choose other modes.)**

9. SelfPace Answering Mode: It can be used with SelfPace editor to generate a HTS test. Students can take the test based on their speed of answering questions, without being interfered by other students. (SelfPace Answering Mode only supports HTS file. To edit and design a test, please refer to Chapter 7, the style of tests.)



5-3 IRS Panel

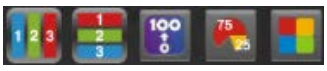
1. Click to initiate IRS. Select PopQuiz, and IRS panel will pop out.

2. Student reaction cube panel. Each cube represents one student's IRS remote.

3. Adjust cube size and amount per row.

4. Page number, exercise number, and current IRS mode.

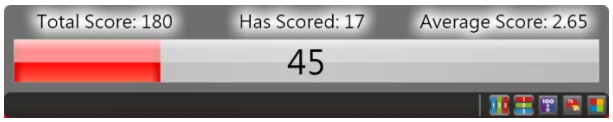
5. IRS view mode： IRS answer area will show the current status of student's answer, you can choose five kinds of display, as follows:



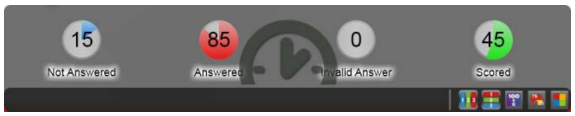
Horizontal Group View：

Vertical Group View：

Points：Click "Points" to let students evaluate other's performance by giving points.



Pie Chart：Show how many students have answered and how many have not.



Cubes：See whether each individual student answers or not.

6. Functions of each IRS button :

Click on any of the IRS button to open or close the IRS view panel.

IRS view panel is open :

IRS view panel is close (you will not see answer status) :

Cube view : See whether each student answers.

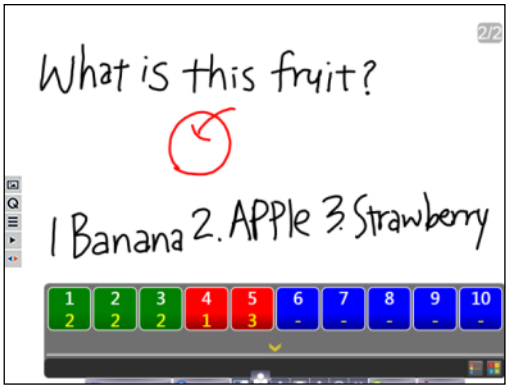
Different colors of cube represent :

Grey cube : Invalid option.

Blue cube : Not answered yet.

Red cube : answered.

Show Responses : See each student's response to the question.



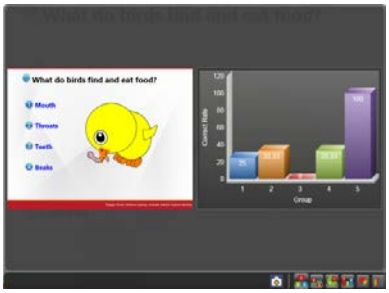
There are two ways to view the students':

Sort By Option：display each option and students who selected it.

Sort By Seat Number：display each student's response.

Instant Statistics：Show statistic results of student answer in two kinds of chart – Pie Chart and Bar Chart.

Group Performance Bar Chart



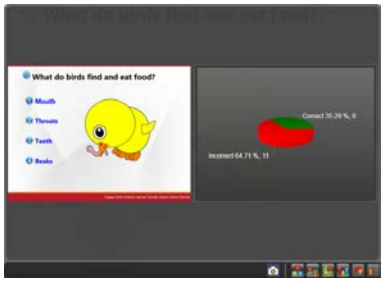
Stacked Column Chart

Pie Chart for Each Group

Bar Chart for Each Group

View by Bar Chart

View by Pie Chart



Ranking: The ranking of total points can be shown. Click or or to decide if students are sequenced by seat number or scores.

Reset Answer：Click this button when you wish to change your current answer or set an answer for a Pop Quiz.

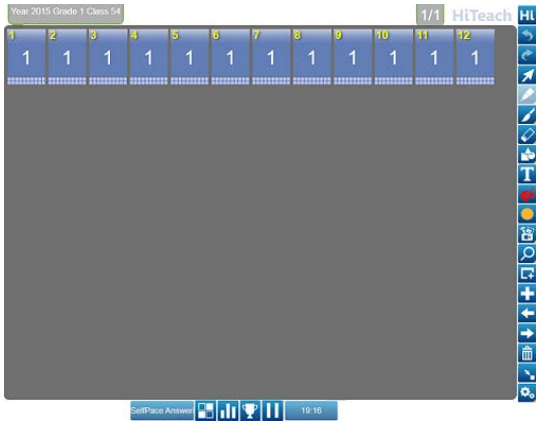
Re-answer : Allow students answer the same question again by clicking Re-answer; you may choose to save or drop the previous answer record.

Pause：Pause IRS activity.

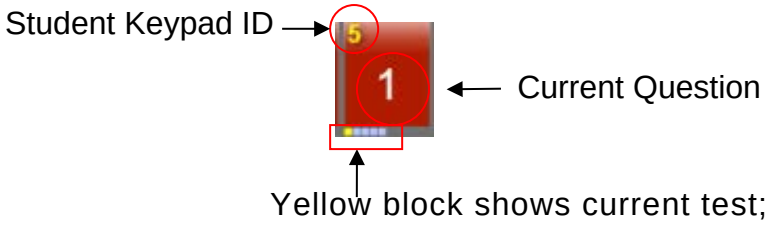
15 - 75% Ratio of response：Show the total number and percentage of student-tablets connected to teacher's end currently.

05:33 Respond Time：Shows how long this activity has been going.

7. SelfPace mode Information： Click on a SelfPace mode, select the class and HTS questions, then IRS answer area will be initiated. This can only be used with 15-key RF remote control.



Seat number and questions display area:



(For example, there are five questions in this quiz, student number 5 is now at question 1)

The Cubes :

: All has not started answering yet.

: answered.

: completed all the tests.

Save Record：When IRS activities are finished, you may choose to keep track on the responses by clicking this button while exiting HiTeach TBL 2, or send the response data to the cloud for sophisticated reports. (Cloud computing service is limited to users who purchase clouDAS, Cloud-computing Diagnosing and Analyzing Service.)

For users who purchase clouDAS , you may upload data of IRS activity to the cloud to get student performance reports after class.

5-4 Teacher's Keypad

For teachers' convenience, IRS provides one teacher's keypad in every class (optional by user) so that teachers can operate major HiTeach TBL 2 functions even when they're not standing by the IWB.

	Run IRS		Hide/Show IWB		Statistic Chart
	Ranking		Previous Page/ Step		Answer Again
	Switch IRS View		Camera		Pick-Out
	Hide IRS View		Next Page/Step		Reset Answer
	IRS Default View		Flop		Pause

Chapter 6 Student-tablet Classroom Activities (Teacher's end)

6-1 HiTeach TBL 2 List of Homepage Features

	Push	Air-send current IWB page to students' tablets.
	Lock	Lock pages at the student's end and allow only partial Internet functions
	Comparison	Collect only first few students' work and compare on IWB page
	Main Menu	More functions & show status.

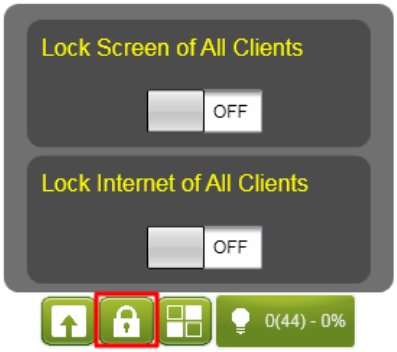
1. Push：Teachers can send current IWB page to all students' tablets.

Teacher's end

student's end

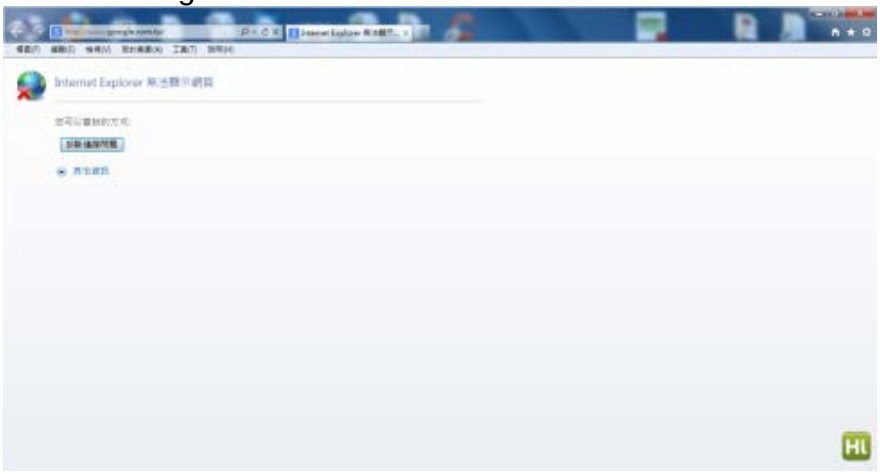
Note: The operation interface on tablet will vary a little based on different operating system.

2. Lock：Through Lock, teacher can lock pages shown at the student's end or restrict Internet activity at student's end.



Lock Screen of All Clients: So far this function only supports Windows and Android version of HiLearning.

Lock Internet of All Clients: So far this functions only supports Windows version of HiLearning.



3. Comparison：Through Comparison, teachers can ask students to complete their work and submit back to teacher's end as soon as possible. Teachers can decide the number of student work they wish to collect.

At HiLearning the Student's end (as shown below), there is a button to upload works. You can click in the upper left corner to send the current page to the Teacher's end.

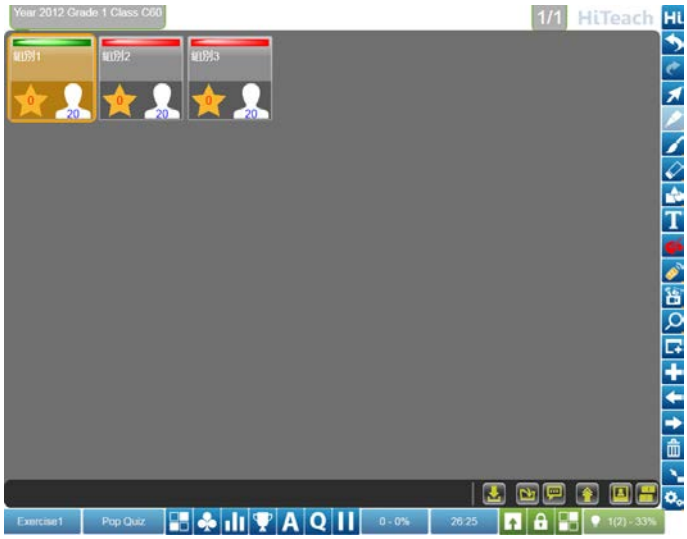
4.

Main Menu : Main Menu is where teachers monitor connection to students' tablets and related information. Teachers can also manage messages or pages sent from students' end to conduct comparison, evaluation, or discussion. When new messages or HiLearning pages are received, teachers will see a notice here and review them by clicking on Main Menu button.

Take the picture below as an example: From this picture, teachers can know that there are 3 groups. Green light means "connected" , while red light represents "disconnected" .

Select a group, and then that specific student's headshot and name will be shown. (All of the related information needs to be set up at HiTeach Roster in advance.)

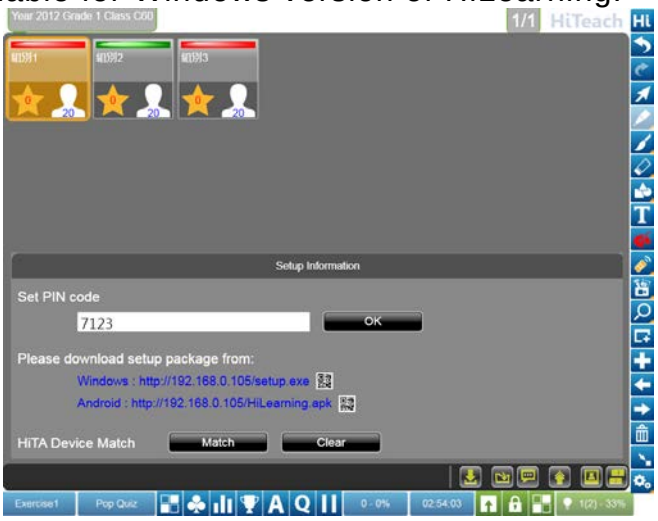
6-2 HiTeach TBL 2 Main Menu



	Software Information	Show HiLearning Installation Path at the student's end.
	Collection	Show list of files sent from student's ends.
	Messages	Show list of messages sent from the student's ends.
	Push	Send pages to student's ends. Teacher can choose to send all pages at one time, or choose specific students who will receive the page.
	Group Overview	View the page archive of pages sent by every student.
	Work Zone Overview.	View list of pages sent by students in different workzones.

1 . Software Information：You can set up connection between teacher's end and student's end. Type in the IP address of teacher's end shown on the screen in the system setting of student tablets. When connected, the red dot will turn into green on teacher's end.

You can also type in the Internet address shown on teacher's end to download and install HiLeanring. PIN code set up to perform basic verification for HiLearning of the student's end is available for Windows version of HiLearning.



2. Collection：Click the icon of Collection, teachers can check file lists sent from student's end. Teachers not only can check the sender and sent time, but also directly click and open files. When there is an overload of data, teachers can also choose to export files or clear them directly.

Export：Teachers can export files uploaded by students to a general file folder.

Clear：Clear all files uploaded by students and information.

4. Collection：Messages sent by students can be sorted either by seat number or sent time. Teachers can also select some messages and post them onto the IWB page for further discussion.

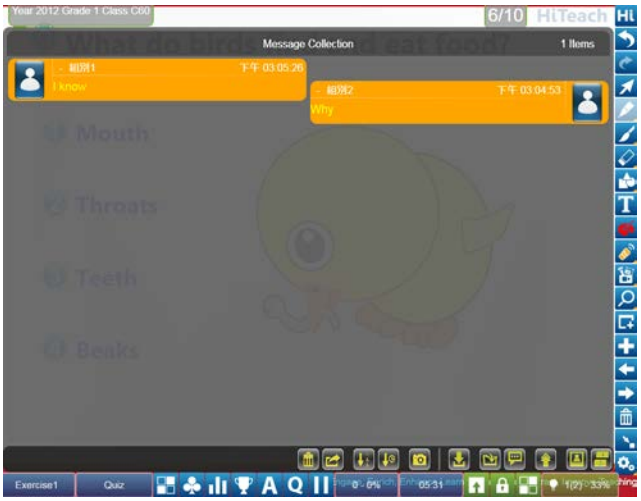
Export：Messages can be exported as *.csv file.

Clear：Clear message information.

Sort by group No.：Sort message information based on seat number of students.

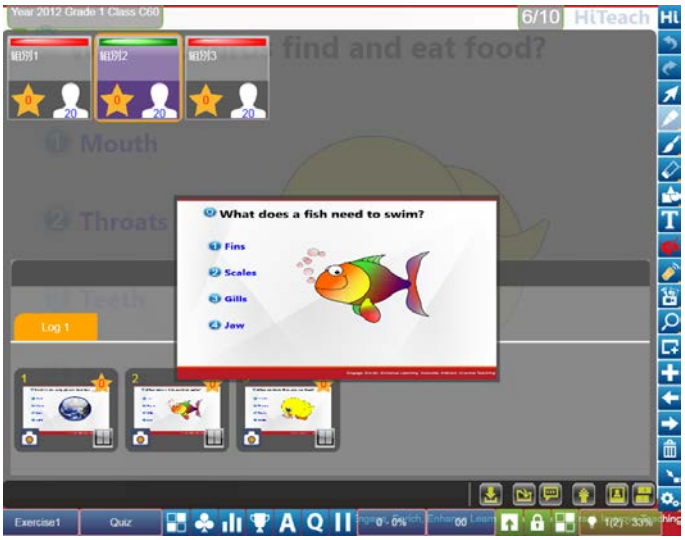
Sort by Received Time：Sort message information based on sent time.

Paste：Paste the chosen messages onto the IWB page.

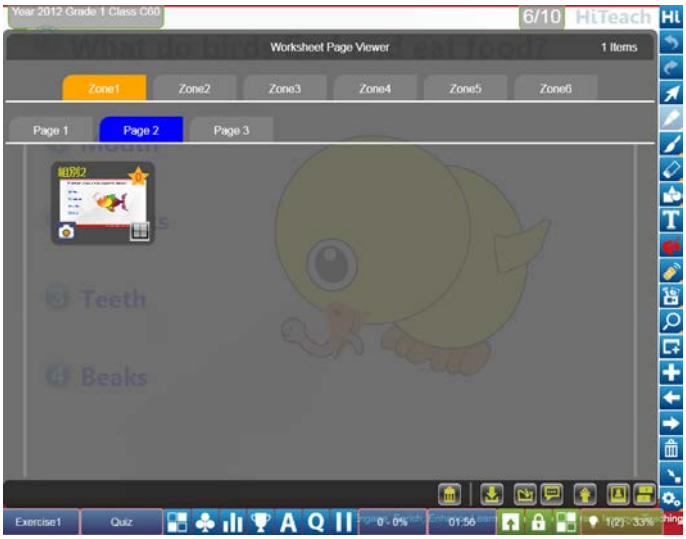


5. Push：Teachers can click to select all students or click to select all pages and send the pages to students via . Teachers can also select pages randomly and send them to all selected students via .

6. Group Overview：Teachers can check page archive of pages sent by every student.



7. Work Zone Overview：This item enables teachers to collect pages sent by students in different workzones.



6-3 HiTA Intelligent Assistant

HiTA is an app which serves as a mobile teaching assistant that provides flexibility to allow teachers to control the pace of the class away from the interactive whiteboard while providing instant help and mentoring. The best part is that the teacher can use the camera function to keep track of the class' participation by showing students' ideas or works on the interactive whiteboard in real-time.

6-3-1 Installation

HiTA currently supports Android and iOS smart phones. You may install it to work with HiTeach TBL 2.

Android system:

Method 1:

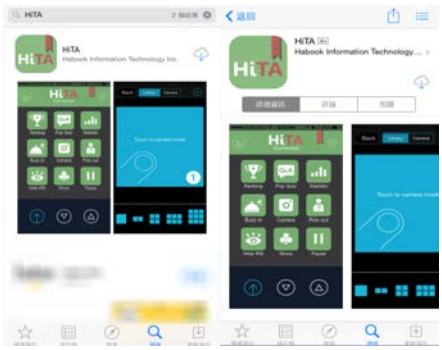
Android : Go to Google Play, search "HiTA"and download

Method 2:

Please go to the official site of the HABOOK-> platform-> technical product support FAQ, entering the HABOOK FAQ page in Download Center search HiTA App to download and install.

iOS system:

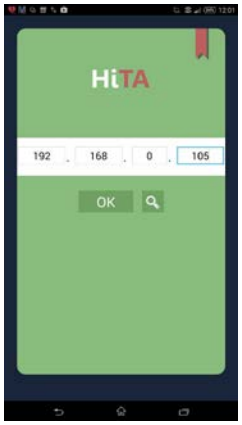
iOS : Go to Apple App Store, search "HiTA"and download



6-3-2 Connect setup

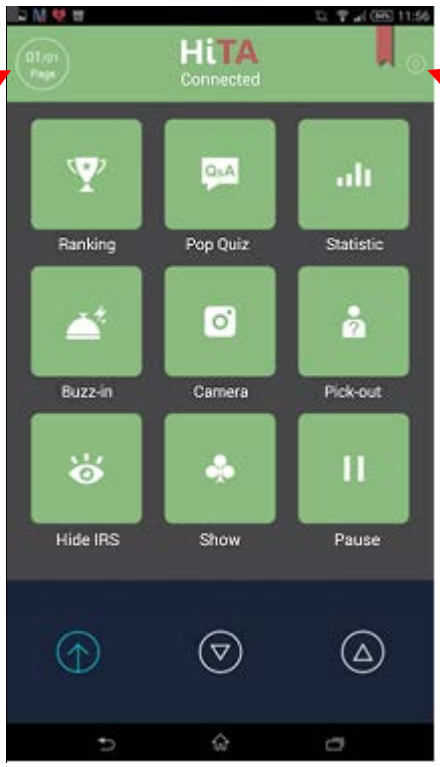
Step 1: Turn on the WiFi on your smart phone and connect to the same Internet with the PC installing HiTeach TBL 2.

Step2: Launch HiTA, key in the IP address and click “OK”.



Step3：On your computer, click “Match” on the software info page which can be found under of HiLearning tool bar on the bottom of HiTeach TBL 2.

6-3-3 HiTA Intelligent Assistant Introduction



Current pages / Current total pages

Check HiTA edition、Log out HiTA

	Ranking	Total score ranking.
	Pop Quiz	Pop Quiz activity.
	Statistic	Show current IRS activity statistic log.
	Buzz-in	Buzz-in activity.
	Camera	Teachers can take pictures then upload directly or select pre-saved ones, with format of 1-,2-,4-,6-,9- photos.

	Pick-out	Pick-out function.
	Hide IRS	Hide and Show IRS activity panel.
	Show ans	Show students selections.
	Pause	Stop receiving any data from IRS or tablets.
	Push	Send the current page or file to student's end.
	Next page	Select next page.
	Previous page	Select previous page.

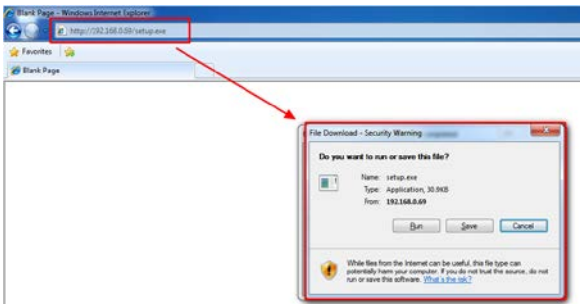
Chapter 7 HiLearning (Student's end)

7-1 HiLearning For Windows Version

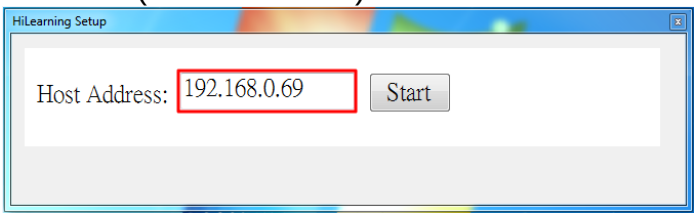
7-1-1 HiLearning For Windows Version

Step 1 : Obtain download link in the main menu of HiTeach TBL 2. Click to set up connection with teacher's end.

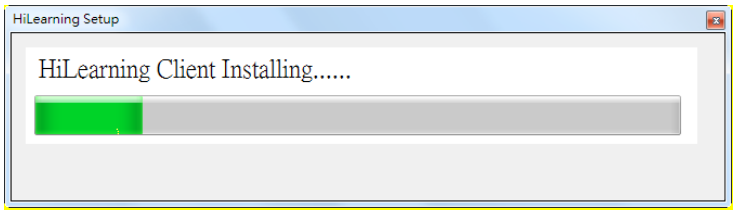
Step 2 : Open browser, enter the download link to download the setup.exe file of HiLearning.



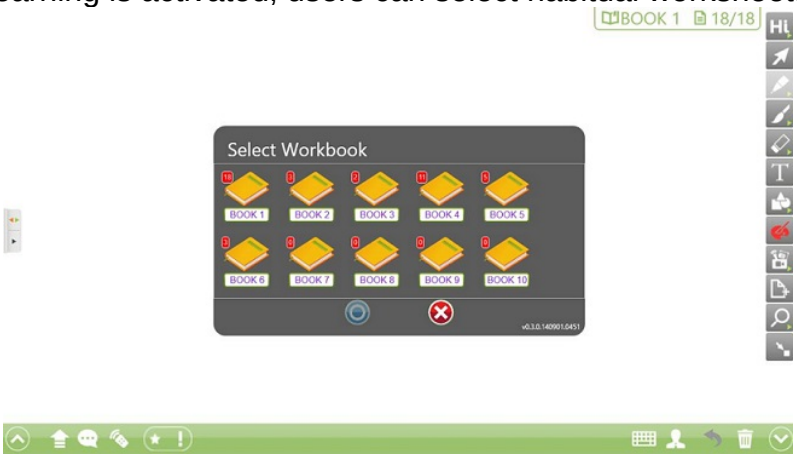
Step 3 : After executing the setup package (setup.exe), please enter the IP address of computer at the Teacher's end (HiTeach TBL 2).



Step 4 : After entering the proper IP address of the teacher's end, installation will start. When the installation is completed, the operating icon of HiLearning will display on the desktop. HiLearning will be activated automatically.

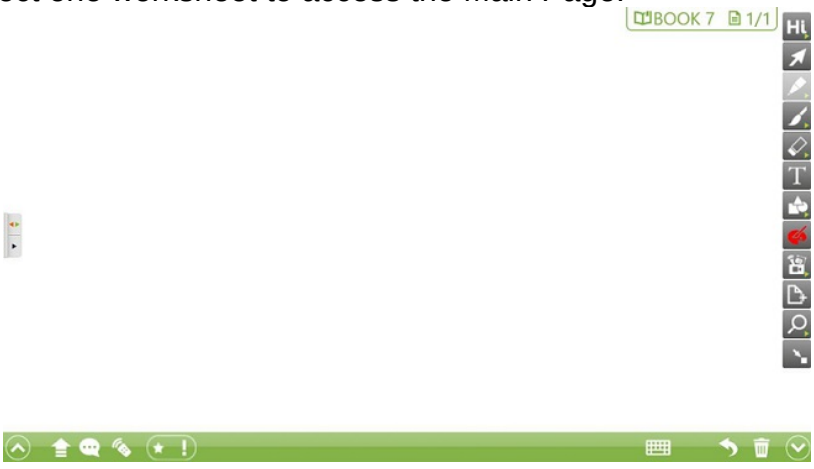


Step 5 : After HiLearning is activated, users can select habitual worksheets to get started.



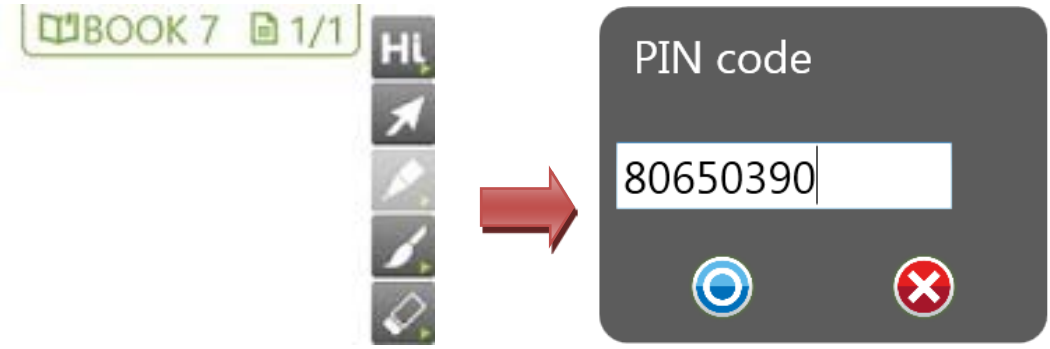
7-1-2 Connect HiLearning Windows Version and the Teacher's End

Step 1 : Please execute the shortcut icon on the desktop to activate HiLearning program, and select one worksheet to access the Main Page.

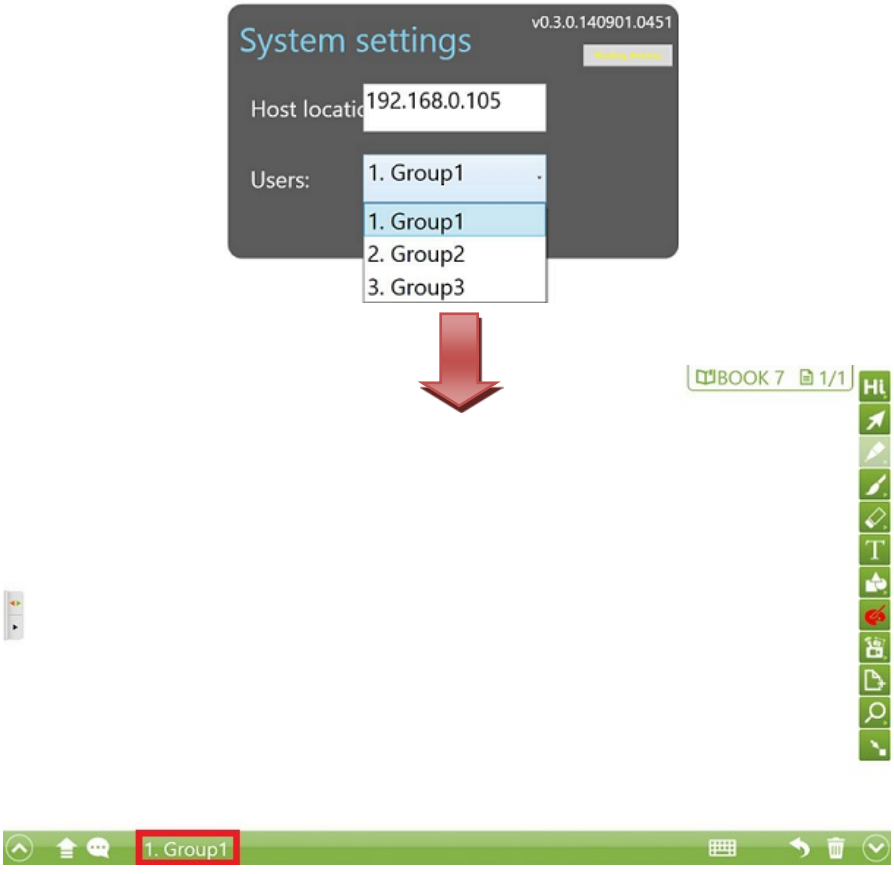


Step 2 : Click icon in the top right corner on the main interface, and select

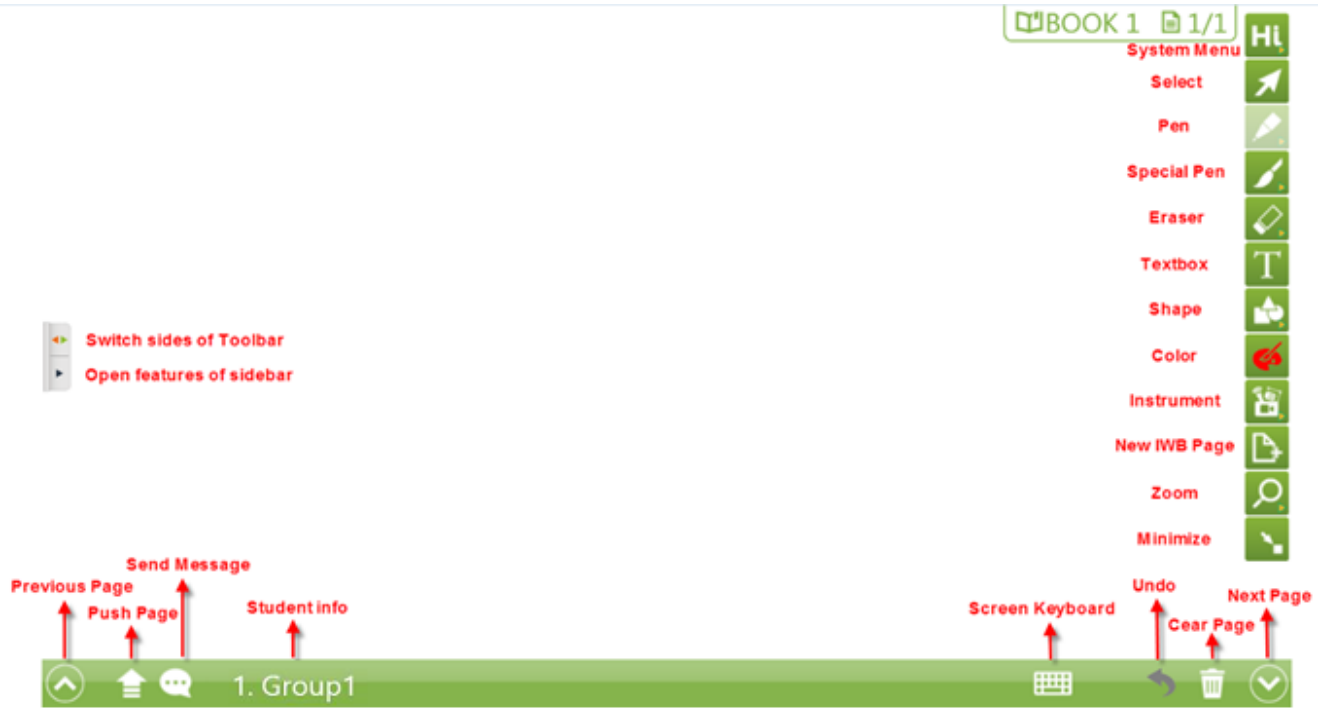
(System Setting). When an image of PIN Code verification appears, enter PIN Code set by the Teacher Machine for verification. (If PIN Code has not been set, the default PIN Code is 80650390.)



Step 3 : When the verification is confirmed, an image of “System Setting” will show up. Enter your Teacher Machine computer IP (Refer to 7-1-1 for the location of IP information). Click “Users” to selected groups name. Finally, click (But some do not show this) to finish the setup. When the names of selected groups appear in the bottom left corner, the connection is setup successfully.



7-1-3 Features of HiLearning Windows Version

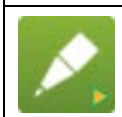


Information Bar on the upper right :

Add to Student Workbook. The previous page can be transferred to the selected workbook upon clicking this button.

Page List. Jump to a specific page in the workbook.

Toolbar on the right

Icon	Features
System Menu	Select Workbook, System Settings and Exit.
Select	Select and drag objects.
 Pen	Pens with different thickness and colors of red, blue, and green.
Special Pen	Brush, Highlighter, Magic Pen, Line and Color palette.

Eraser	Regular eraser, object eraser, or circle to delete to erase writings or objects from the IWB page.
Textbox	Add a textbox to type in words.
Shape	Draw various shapes.
Color	Change colors of inserted object or writings.
Instrument	Instrument tools such as Take Photo or Screen Shot.
New Page	Add a new page
Zoom	Zoom In, Zoom Out, Move, or Restore to 1:1 ratio.
Minimize	Minimize/Maxmize the current HiLearning screen.

Features in sidebar on the left :

Switch sides of toolbar

Open features of sidebar

Click on the left, the selection of HiLearning sidebar will be opened, and students can directly utilize the resources in Material and Background Pool. Students can also obtain other external resources by searching on the Internet.

Material Pool : Provide image galleries of different kinds for students to use.

Background Pool : Provide whiteboard backgrounds of different kinds for students to freely choose from.

My Folder : Select files from local drive.

Web Search : Search for pictures with keywords on the Internet.

Features of Toolbar and Status bar below :

Previous Page / Next Page

Undo

Screen Keyboard

Send Message

Clear Page

Restore Pages Sent by Teacher

Sent Page

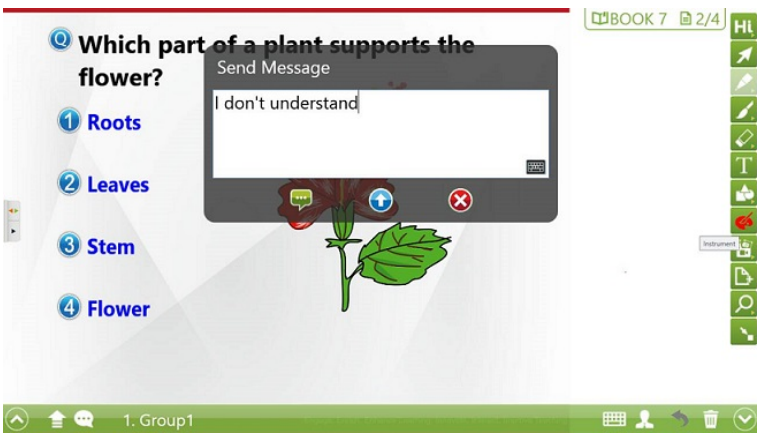
7-1-4 Interaction between HiLearning Windows Version and HiTeach TBL 2

HiLearning feature of Send :

With (Send Page), students can send their current page to HiTeach TBL 2. Teachers may assign different work zones for them to submit if needed.

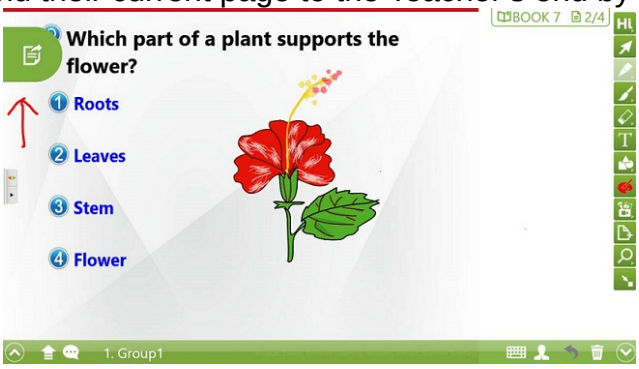
HiLearning feature of Message Collection :

With (Send Message), students can send instant messages or comments to the Teacher's end by clicking .



HiLearning feature of Comparison :

Once the teacher initiates Comparison, will show up on the upper left of the student's tablet. Students can send their current page to the Teacher's end by clicking this icon.



7-2 HiLearning For Android Version

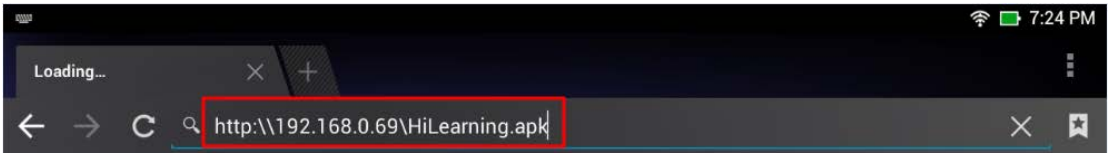
7-2-1 Install HiLearning Android Version

There are two installation methods for HiLearning Android Version.

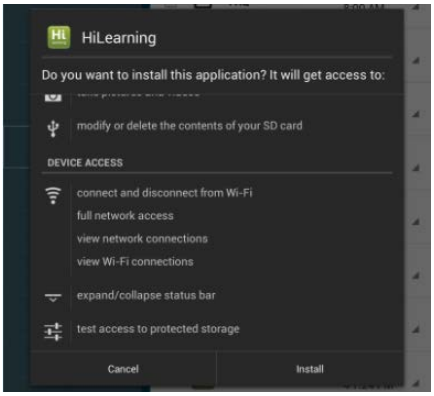
Method 1 : Directly through WiFi connection to acquire HiLearning installation software via HiTeach TBL 2.

Step 1 : Obtain download information of HiLearning with (Setup Information) through HiTeach TBL 2.

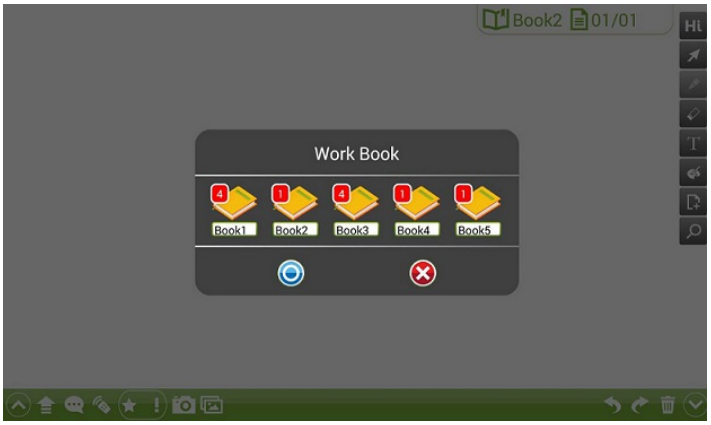
Step 2 : Open a browser, enter the download link acquired from Step 1, and the setup package (HiLearning.apk) of HiLearning Android Version can be downloaded from the Teacher Machine.



Step 3 : Execute HiLearning.apk file to start the installation. (The file is usually in the default route of /SD card/Download/folder.)


HiLearning
Do you want to install this application? It will get access to:
modify or delete the contents of your SD card
DEVICE ACCESS
connect and disconnect from Wi-Fi
full network access
view network connections
view Wi-Fi connections
expand/collapse status bar
test access to protected storage
Cancel
Install

Step 4 : When the installation is completed, activate HiLearning and select habitual workbooks to get started.



Method 2 : Install HiLearning software through Google Play platform

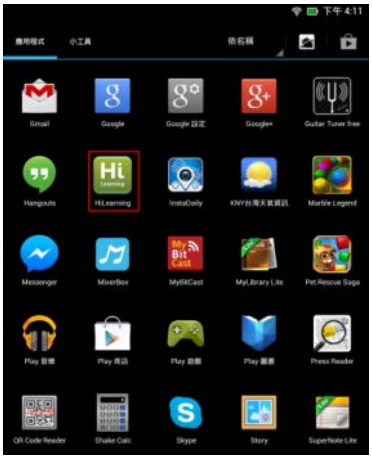
Step 1 : Access Google Play Store and search for “HiLearning.”

Step 2 : Click HiLearning for Android to start the installation.

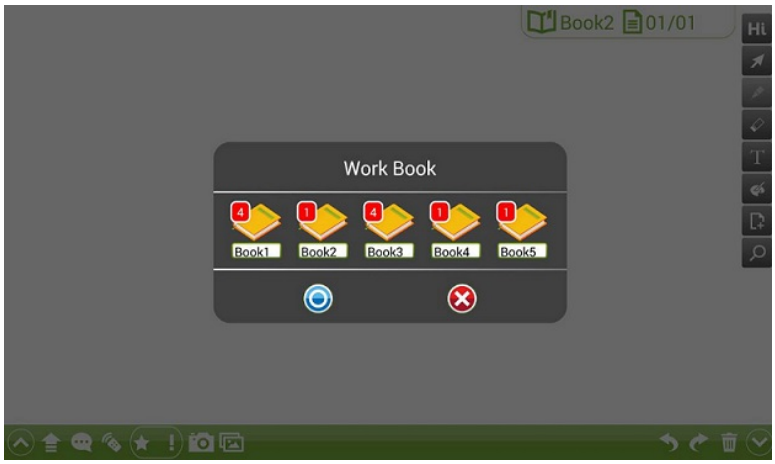
Step 3 : When the installation is completed, click “Open” to run HiLearning.

7-2-2 Connect HiLearning Android Version and the HiTeach TBL 2

Step 1 : Find HiLearning app in your Android tablet, and click to open.



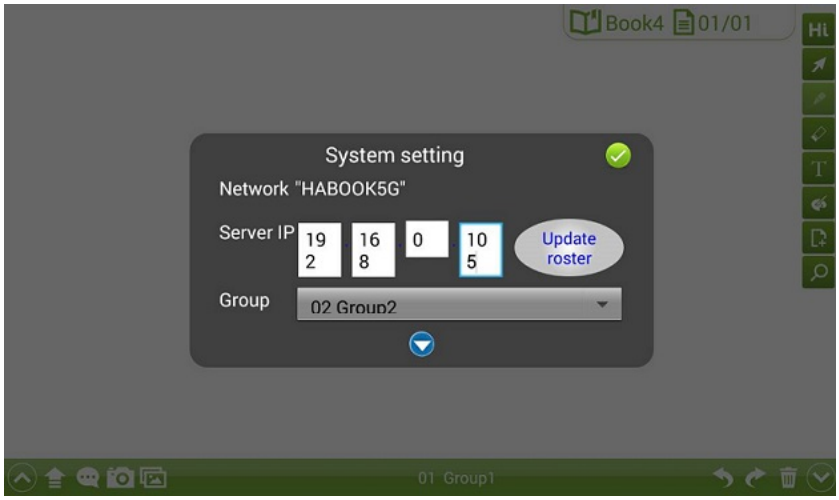
Step 2 : Choose a workbook, and click to access HiLearning operation interface.



Step 3 : Click Hi in the upper right corner, and then click .

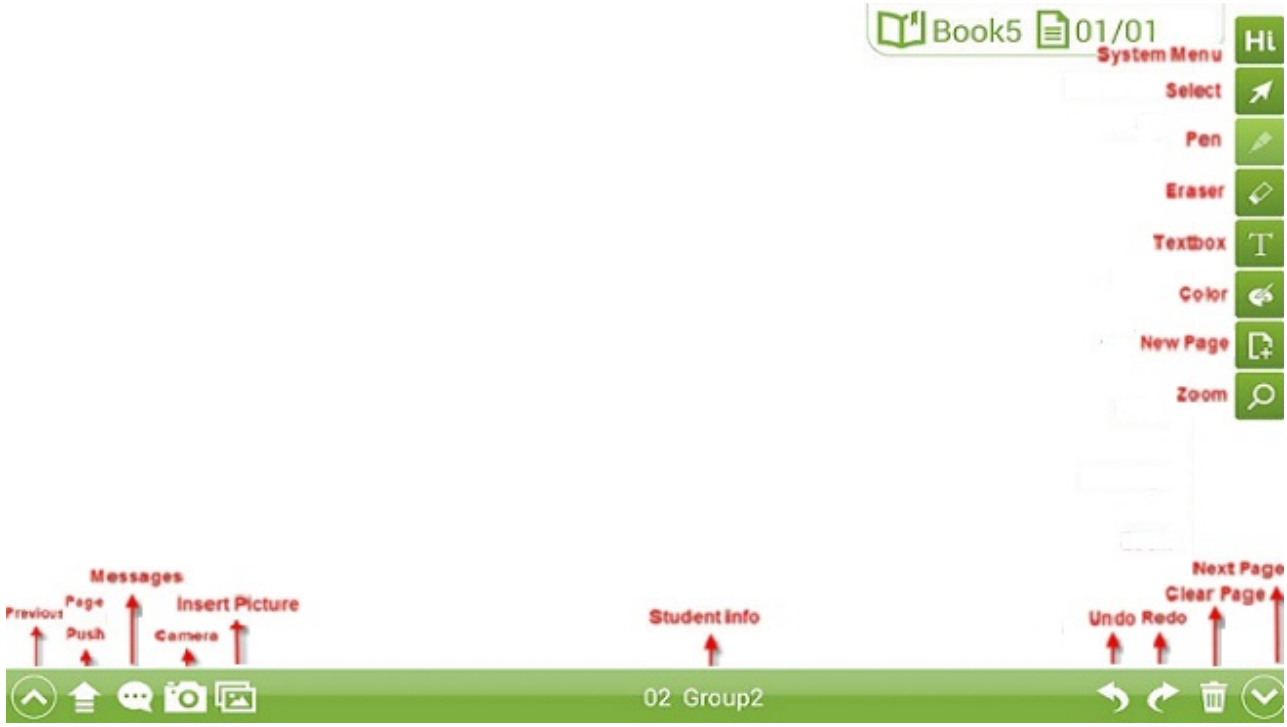
Step 4 : When the image “Pin Code Verification” appears, enter PIN Code “80650390” to verify and click

Step 5 : After accessing System Setting page, enter IP address of teacher’s end (refer to Step 1 in 7-1-1 for how to obtain IP information of teacher’s end), and click “Update roster” to select groups.



Step 6: After finishing the setting, the bottom of the interface will show groups information. Toolbar on the right turns green, which represents successful connection.

7-2-3 Features of HiLearning Android Version



Workbook List.

Page List, Jump to a specific page in the workbook.

Toolbar on the right :

System Menu	Select
Pen	Eraser
Textbox	Color
New Page	Zoom

Toolbar below :

Previous Page	Next Page
Push Page (Send page information)	Send Message (Send messages)
Image in this Device	Take Photo
Redo	Undo
Clear Page	

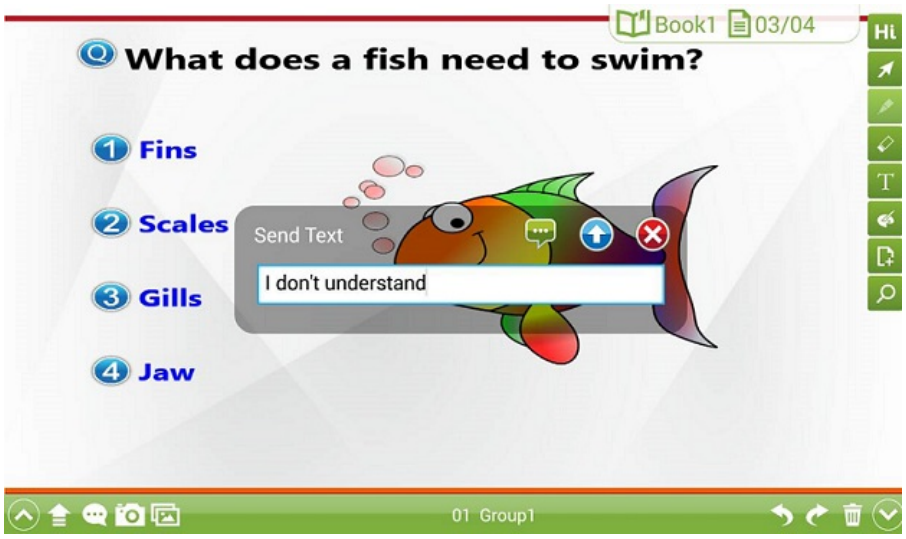
7-2-4 Interaction between HiLearning Andorid Version and HiTeach TBL 2

HiLearning feature of Push :

With (Push Page), students can send their current page to HiTeach TBL 2. Teachers may assign different work zones for them to submit if needed.

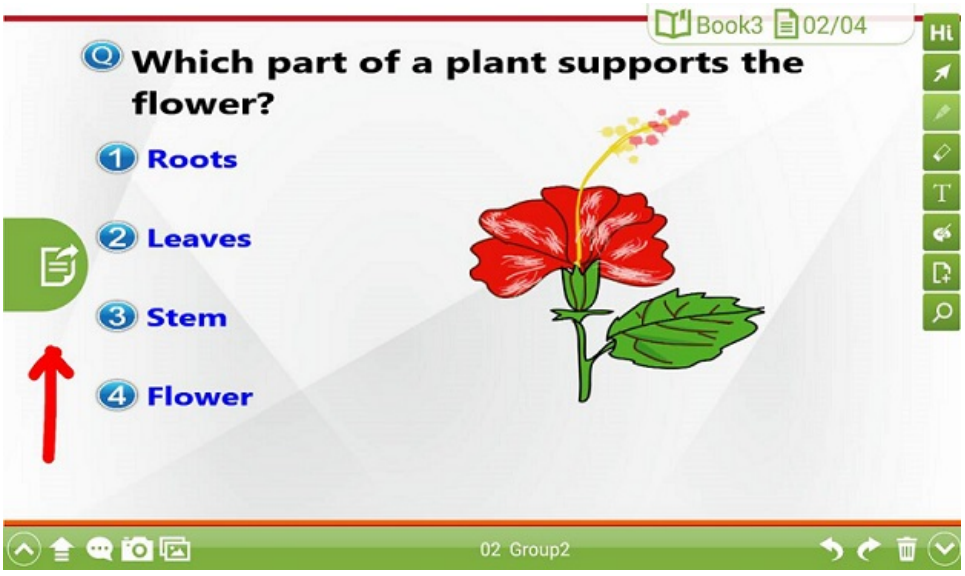
HiLearning feature of Message Collection :

With (Send Message), students can send instant messages or comments to the Teacher's end by clicking .



HiLearning feature of Comparison:

Once the teacher starts to run Comparison, will show up on the upper left at the student's end. The student's end can send the current pages to teacher's end by clicking this icon.



7-3 HiLearning iOS Version

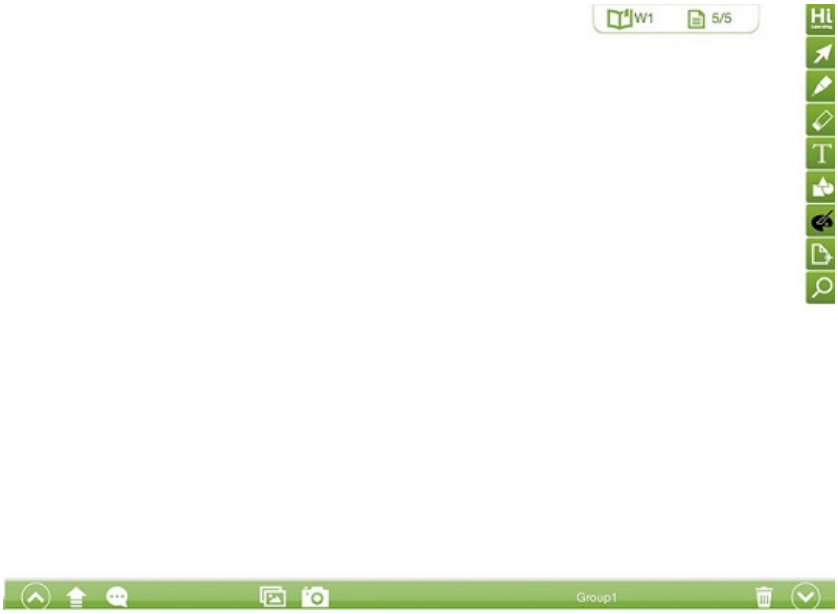
7-3-1 Install HiLearning iOS Version:

Step 1 : Search “HiLearning” software in App Store.

Step 2 : Click HiLearning to start the installation.

Step 3 : Click open and run HiLearning software when the installation is completed.

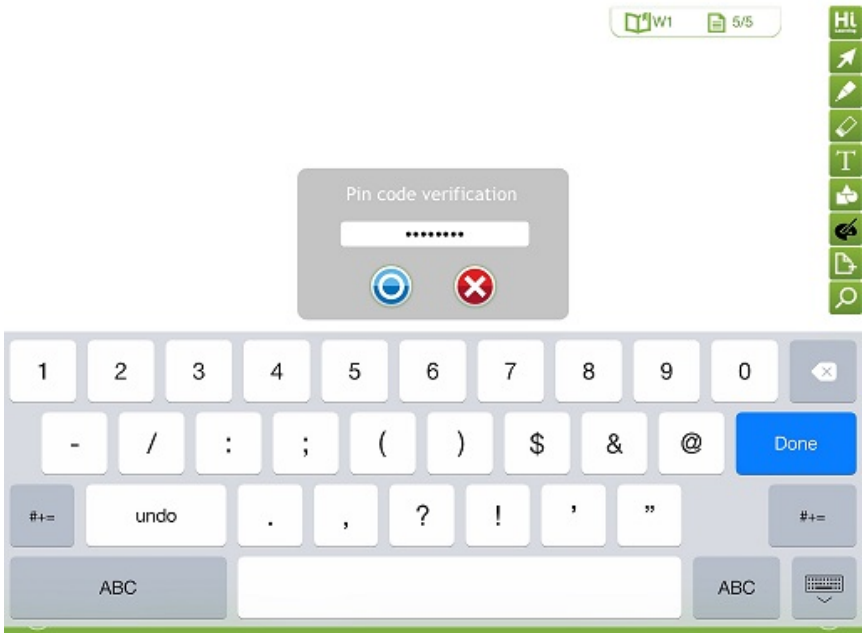
Step 4 : Click open and run HiLearning software when installation is completed.



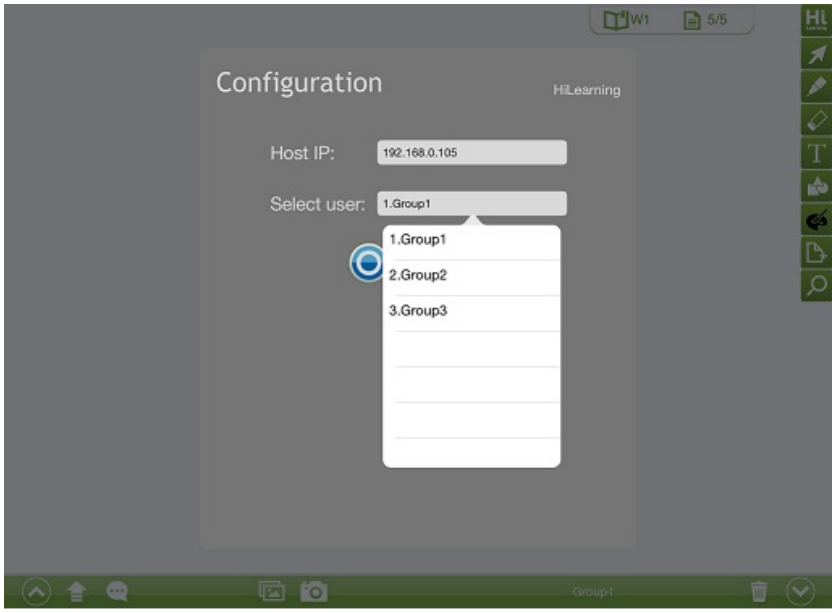
7-3-2 Connect HiLearning iOS Version and HiTeach TBL 2

Step 1 : Find HiLearning app in your iPad tablet, and click to run.

Step 2 : Click in the upper right corner, and then click . When the message of Pin Code Verification appears, enter default PIN Code “80650390.”



Step 3: Enter IP address of the Teacher Machine at Host IP (you can acquire IP information of the Teacher Machine by following Step 1 in 7-1-1), and click Select User to select groups for setting up.



Step 4: After finishing the setting, the lower right will show students' Group name. You can start interactive activties with students now.

7-3-3 Features of HiLearning iOS Version

Toolbar on the right side:

System Menu	Switch Workbook, System Setting, and Exit.
Select Object	Select an object to move.
Pen	Pens with different thickness and colors for writing.
Eraser	Erase writings.
Textbox	Create a textbox and type in words.
Shape	Draw various shapes.
Color Palette	Adjust colors of writings or shapes.
New Page	Add a new page.
Zoom	Zoom in and out with pinch to zoom.

Toolbar and status bar below:

Next Page / Previous Page

Clear Page Information

Camera

Push (Send the current page or file to teacher's end)

Send Message

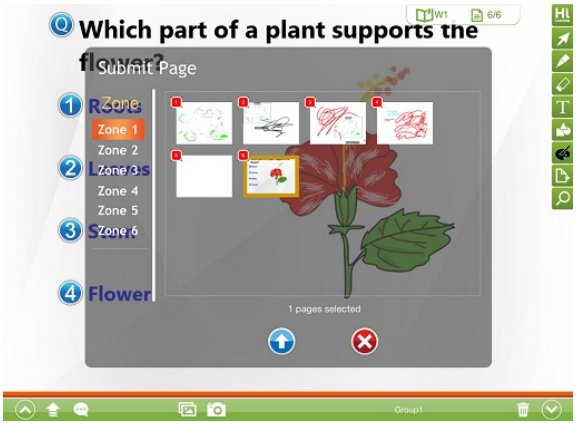
Select local picture

Current Page / Total Page

7-3-4 Interaction between HiLearning iOS Version and HiTeach TBL 2

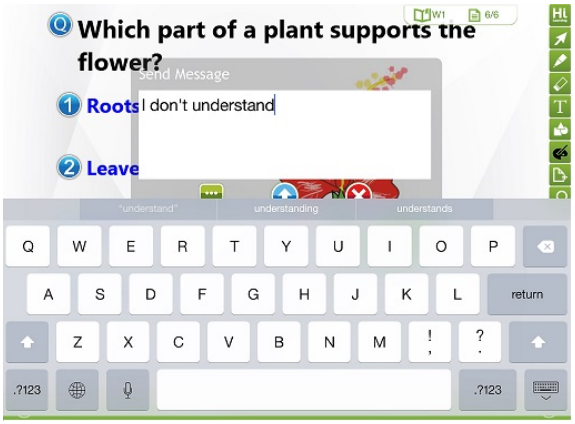
HiLearning feature of Push :

With (Push Page), students can send their current page to HiTeach TBL 2 . Teachers may assign different work zones for them to submit if needed.



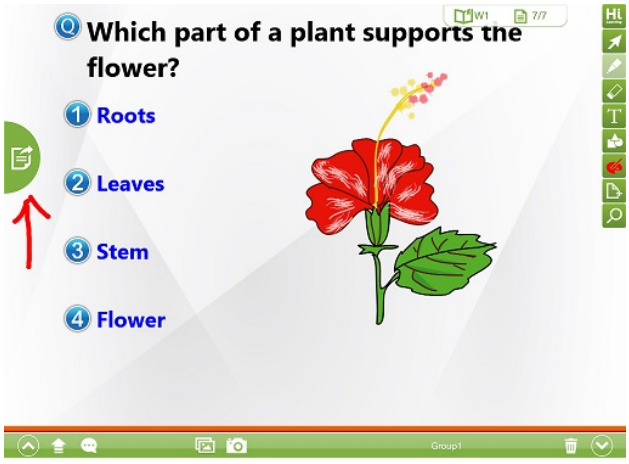
HiLearning feature of Message Collection :

With (Send Message), students can send instant messages or comments to the Teacher's end by clicking .



HiLearning Feature of Comparison :

When the teacher initiates Comparison, will show up on the upper left at the Student's end. Students can send the current pages to HiTeach TBL 2 by clicking this icon.



Chapter 8 clouDAS Tool Introduction

clouDAS Tool mainly helps teachers to merge class diagnosis reports, including in-class and cross-class ones, in cloud service.

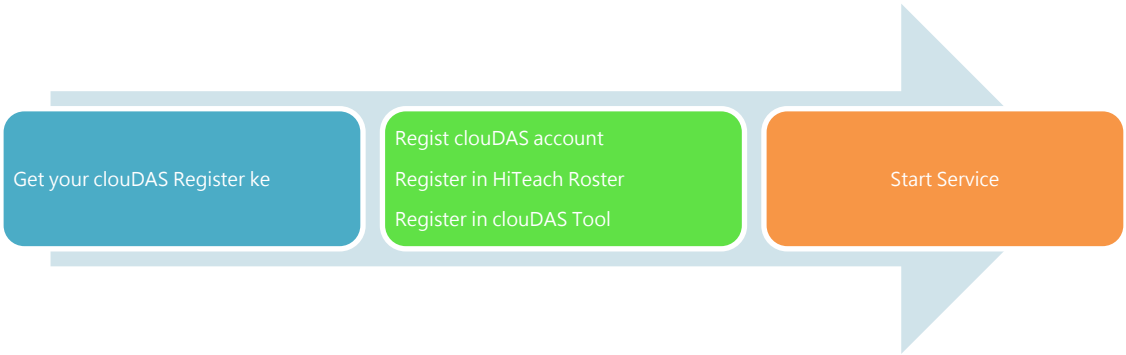
8-1 clouDAS registration process

clouDAS registration

Step 1 : purchase clouDAS registration key.

Step 2 : clouDAS account can be registered by two ways, using HiTeach Roster or clouDAS Tool.

Step 3 : start clouDAS cloud diagnosis analysis service.



Inputting Account and Password

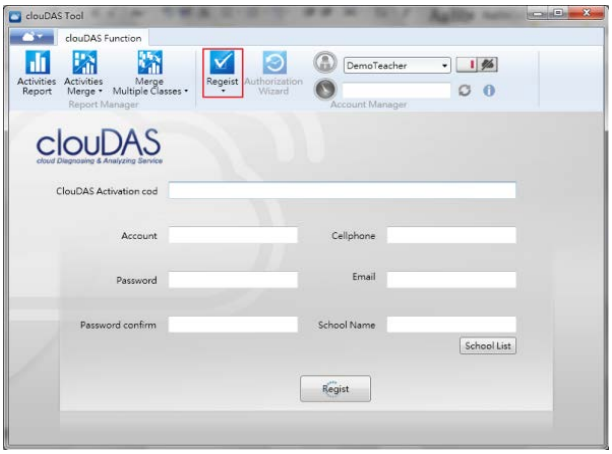
Step 1：Click on desktop to open clouDAS Tool.

Step 2：If you have finished registration in HiTeach Roster, you may skip this step.

Step 3：If you need to register in clouDAS Tool, select one teacher and click to choose Register or Re-Activate Teacher。

Register：If you have no clouDAS account yet, select

and fill in Activation code and related information to finish.



Re-Activate Teacher：If you already have clouDAS account, please select

and enter account, password to reset. (For new teachers to use the service or replace the use of computers)

Step 4：Selecting teacher, press to connect to cloud

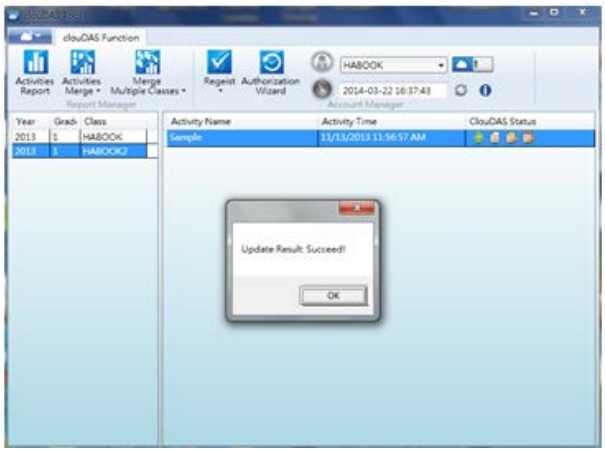
Step 5：If connected successfully, records of HiTeach Report will pop out. If there is no data in clouDAS, you have to run an IRS activity and save it for subsequent data merger.

8-2 clouDAS Function Introduction

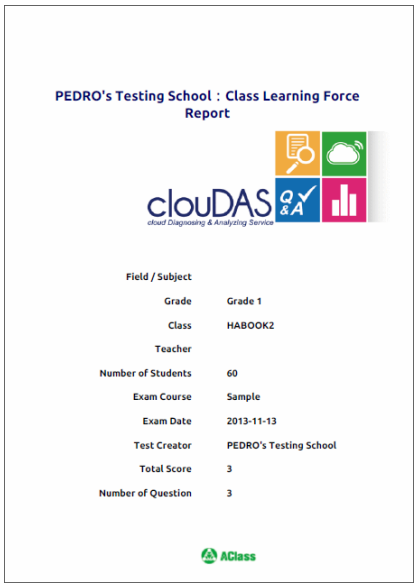
1. clouDAS Status icons

Activity Name	Activity Time	ClouDAS Status
Sample	11/13/2013 11:56:57 AM	

Upload：upload activity report to cloud.



Open：open diagnosis report with completed analysis in PDF format.


PEDRO's Testing School：Class Learning Force Report

clouDAS Q&A

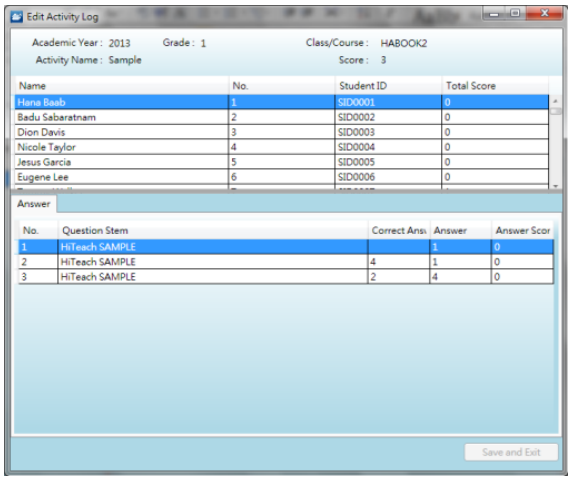
cloud Diagnosing & Analyzing Service

Field / Subject	
Grade	Grade 1
Class	HABOOK2
Teacher	
Number of Students	60
Exam Course	Sample
Exam Date	2013-11-13
Test Creator	PEDRO's Testing School
Total Score	3
Number of Question	3

AClass

Supplement and modify records of test: modify related contents according to questions on clouDAS.

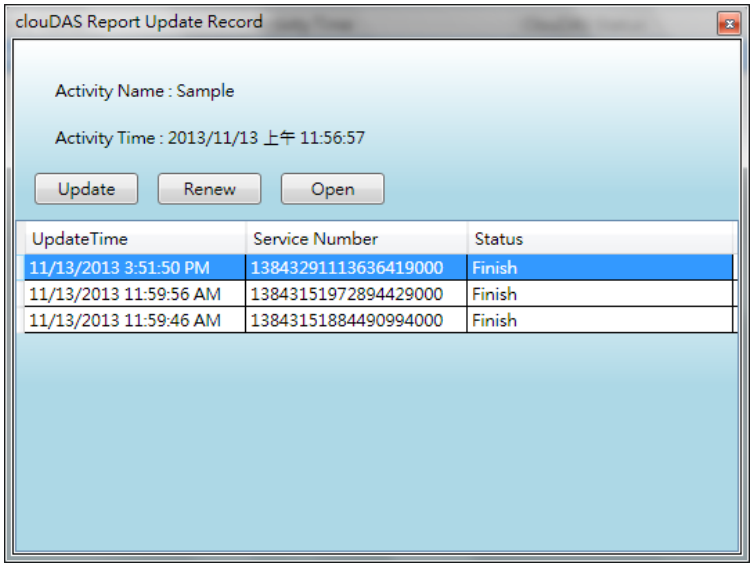
Supplement student individual testing record: modify related contents according to names on clouDAS.



※ If students miss the test or need to modify the setting of tests such as correct answer, score, key concepts, teacher can carry out modification. It is not unnecessary to reopen HiTeach TBL 2 for testing again.

※ After finishing report amendment, remember to press again to upload data to cloud.

Or click to upload data again, you can see the latest report.

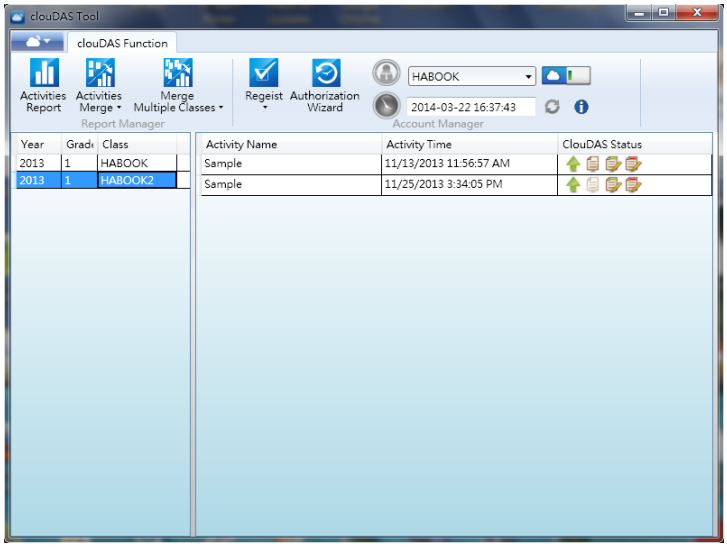


8-3 clouDAS Report Merger

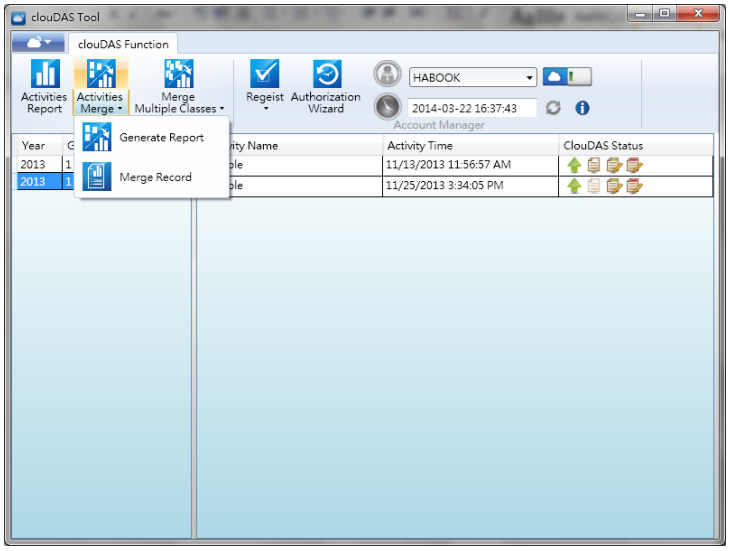
If you have many tests within one class and need to merge reports, you may use Activities Merge function; if you have many classes for the same test and need to merge reports, you may use Merge Multiple Classes function.

1. Activities Merge：**only the same class can do in-class merger. (Note: activity list need to be the same)**

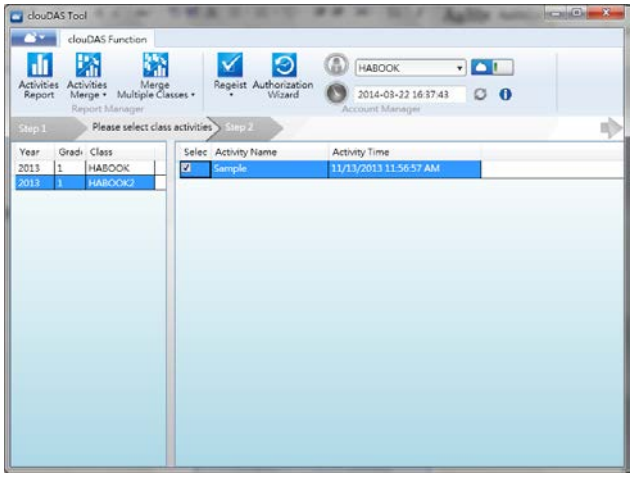
Step 1：Check network is connected and choose the class needed to be merged.



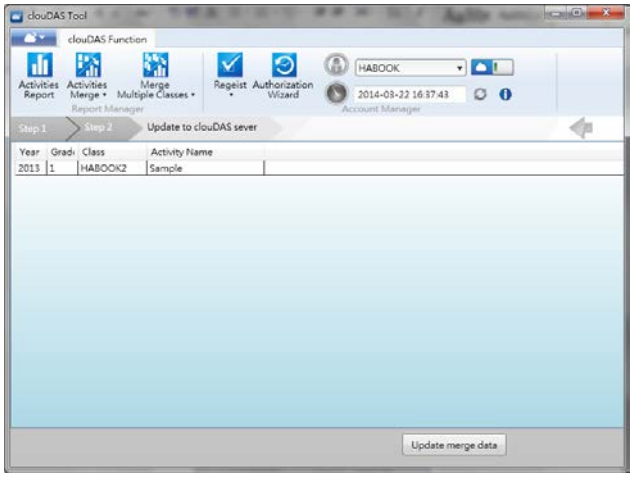
Step 2：Select account, press cloud connect，click option，and select to generate report.



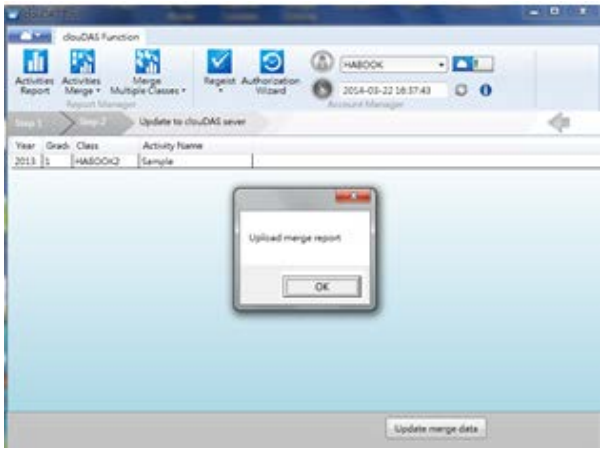
Step 3：Select the record to be merged and press .



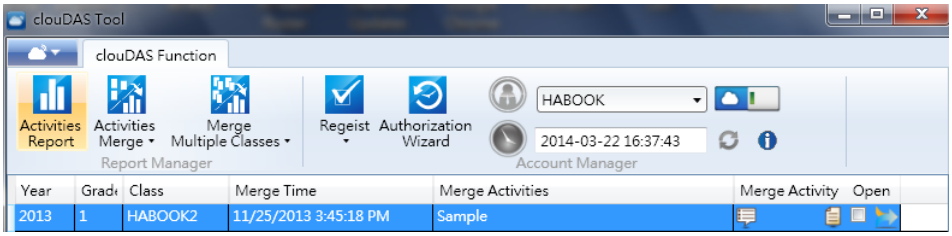
Step 4：Click Update merge data to upload merged data.



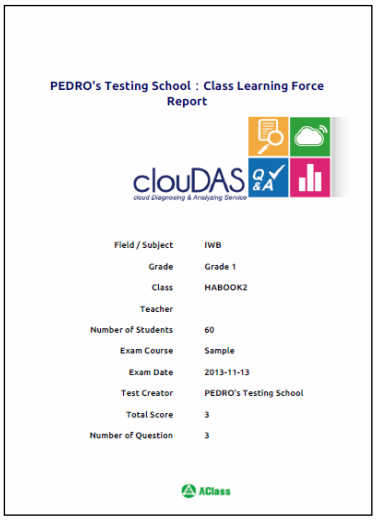
Step 5：Press OK to confirm upload.

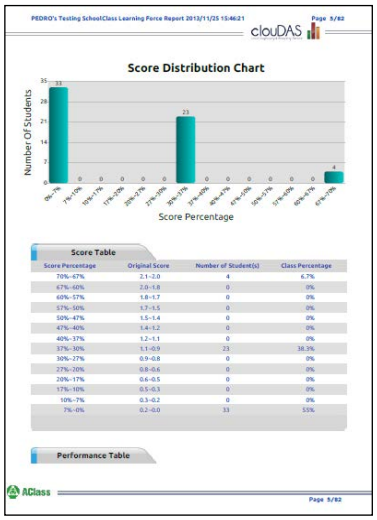


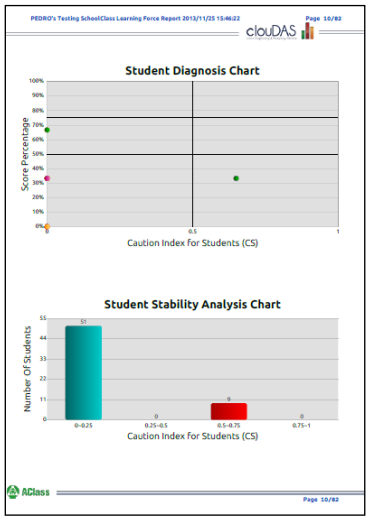
Step 6：You can click Activities Merge and press to check the merged record.



※ Click to view final merged report.

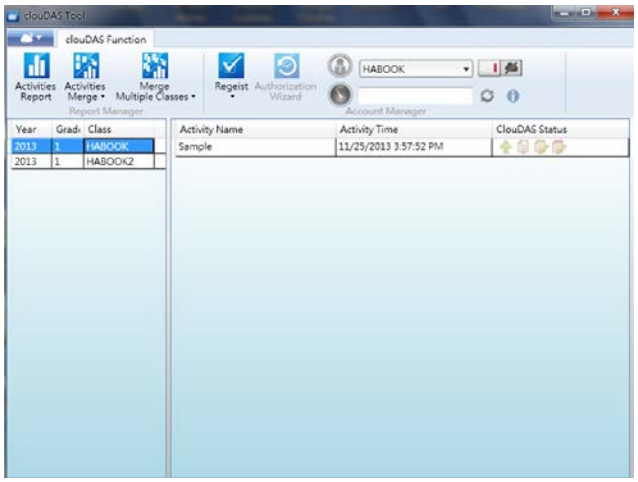






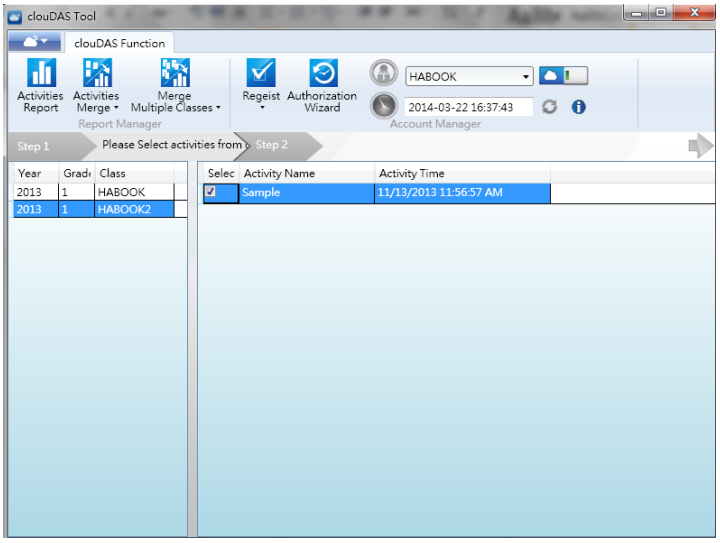
Merge Multiple Classes: you have to select the testing records with the same questions but different classes to merge. (Note: Question description, question numbers, correct option, and question order need to be the same)

Step 1：Check network is connected and upload the records of all the classes needed to be merged to cloud, and press . (For example, if sample activities of HiTeach class1 and HiTeach class2 need to be merged, upload record of each class to cloud first and then carry out merger)

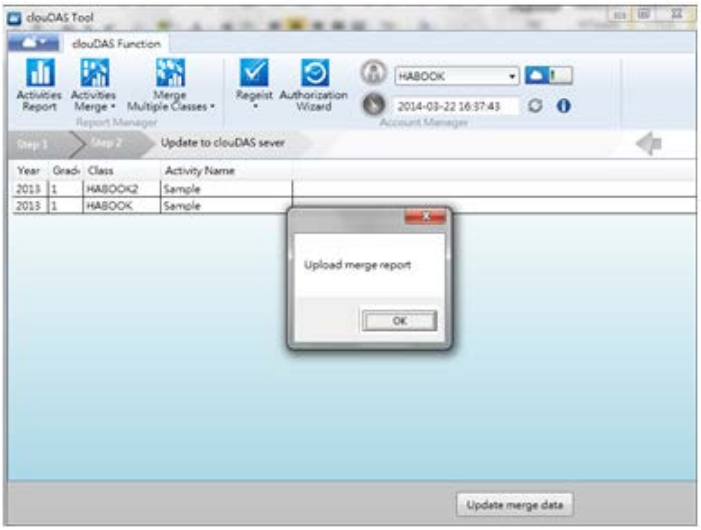


Step 2：Select account, press cloud connect, click option and select to generate report.

Step 3：Select the record to be merged and press .

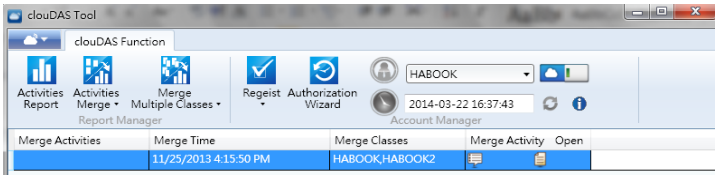


Step 4：Click Update merge data and upload merged data.

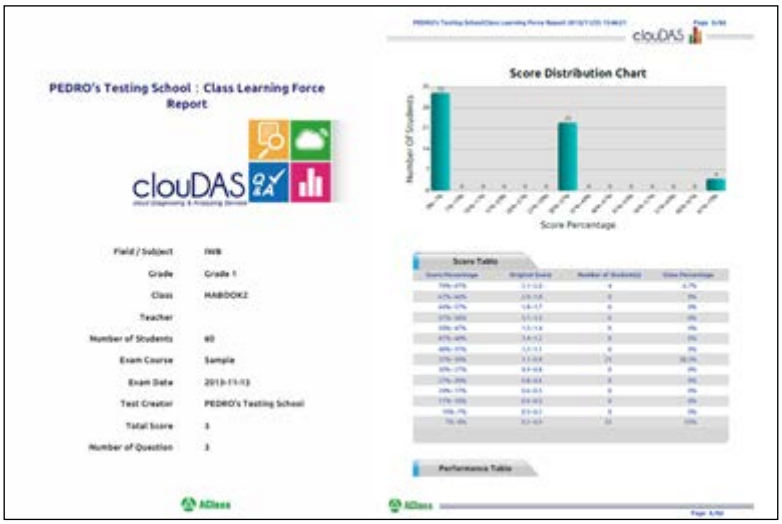


Step 5：Press OK to confirm upload.

Step 6：You can click Merge Multiple Classes and press , option to check the merged record.



Click to view the grade merged report.



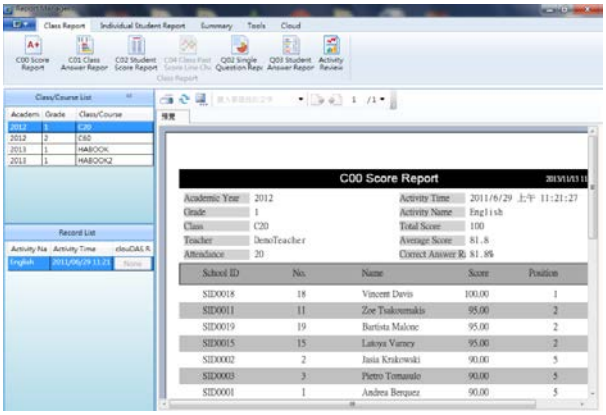
Chapter 9 HiTeach Report

9-1 Class/ Individual Report Introduction

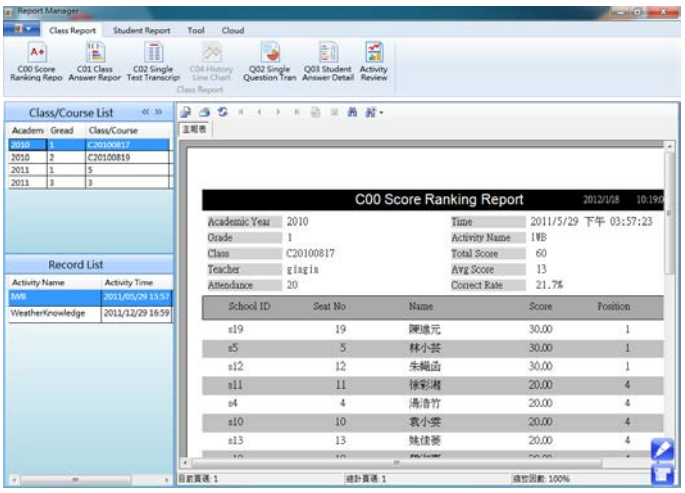
When IRS activities finish, you may have the program analyze the responses and save response data on the computer as shown below:

1. Class Report

Step 1：Click to open data window.

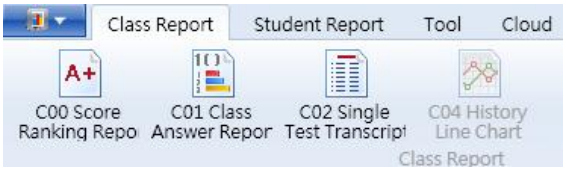


Step 2：Select Class/Course to watch class activity record. (such as Score Report, Class Answer Report, Student Answer Report, Class Past Score Line Chart, Single Question Report, Student Answer Report and Activity Review)



Step 3：Select the activity you wish to review.

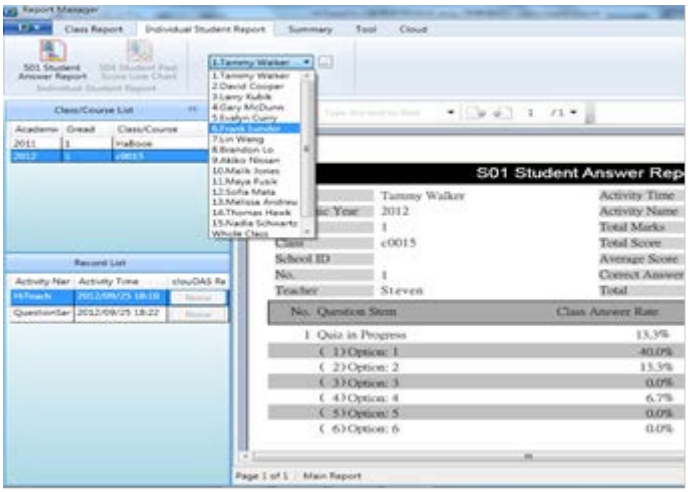
There are two kinds of reports – class report with all student response data, and individual report with each student's response data.



2. Individual Student Report

Step 1：click "Student Report", then select students to be viewed; you may select single or class report.

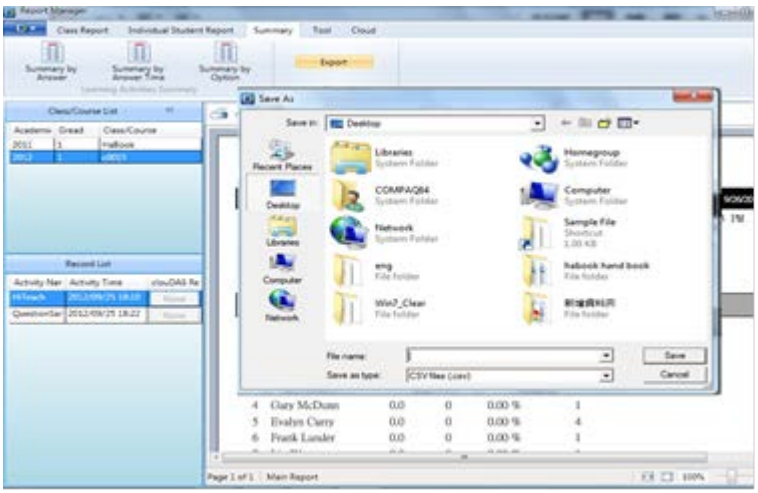
Step 2：select individual activity record.



3. Summary Report

Step 1: select class first, and choose the option (such as answer option, answer time, option review etc) to view the record.

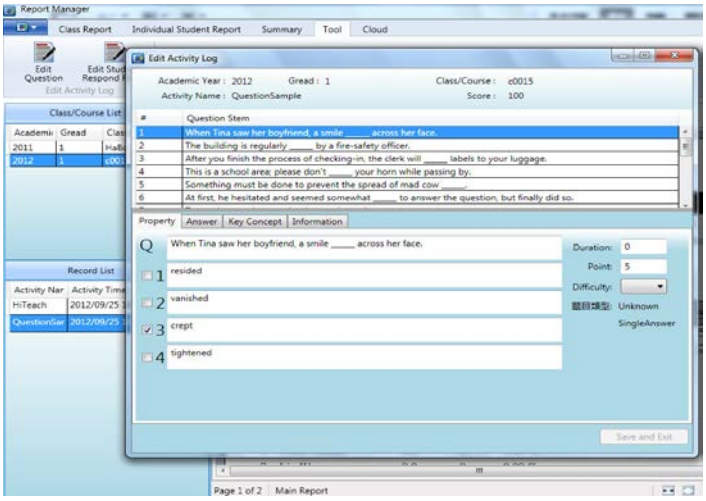
Step 2：Please export a .CSV file that can be edited for import later.



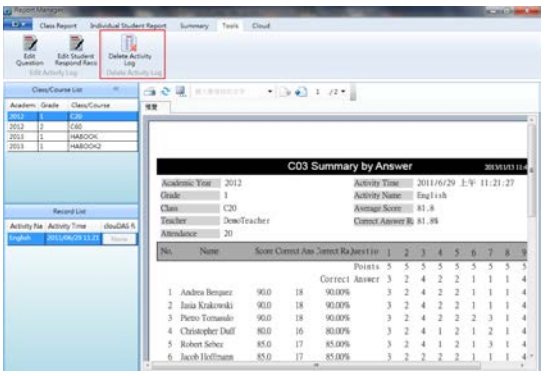
4. Tool

Step 1：select class first, and choose the option “Tool”; select the data needed to be modified, like testing record modification and supplement.

Step 2：you may edit question attributes, key concepts, resources; after confirming modification, select “SAVE” to finish.



Step 3：You may use Delete Activity Log to delete unwanted report information.

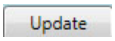


9-2 Cloud Service Introduction

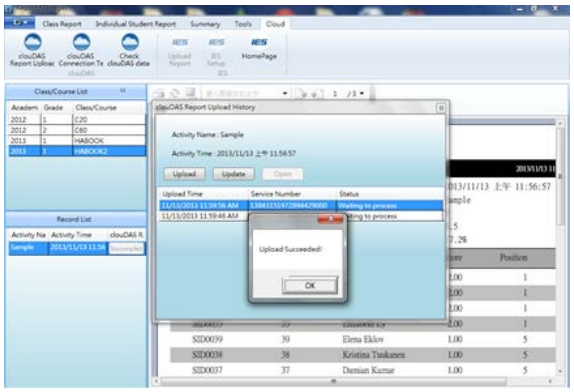
For cloud service, HiTeach TBL 2 supports the following two functions, clouDAS and IES. The following section only introduces clouDAS.

Step 1：select class and choose

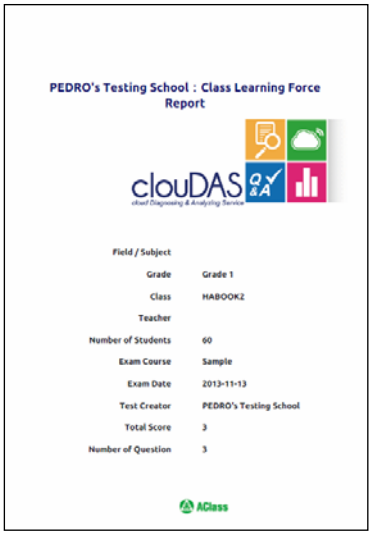
cloud option; and select the file needed to be uploaded to clouDAS, finally select

; press 

to confirm data update.



Step 2：After data has been uploaded, the status is changed to “finish” from “pending for treatment”; you may select uploaded data and click open to view the class diagnosis report.


PEDRO's Testing School : Class Learning Force Report

clouDAS

Field / Subject	
Grade	Grade 1
Class	HABOOK2
Teacher	
Number of Students	60
Exam Course	Sample
Exam Date	2013-11-13
Test Creator	PEDRO's Testing School
Total Score	3
Number of Question	3

AClass

clouDAS

Score Distribution Chart

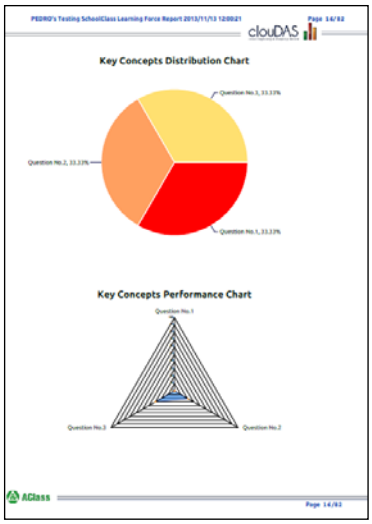
Number Of Students

Score Percentage

Score Table

Performance Table

AClass


clouDAS

Key Concepts Distribution Chart

Key Concepts Performance Chart

AClass

Chapter 10 Message Hub Introduction

Message Hub is a message system platform offering user the latest message and software update information. When opening computer, Message Hub window may appear automatically, you may choose suitable information to download or update.

Message Hub Function as follows:

	New Message	New unread messages.
	Execute Message	Immediately execute
	Save as	Save update software
	Message OK	Inspect completion of the latest message.
	Old Message	Old read messages
	Update Message	Update the latest message
	About	Show the current software version.

Chapter 11 SelfPace Editor Introduction

When you need use SelfPace Mode in HiTeach TBL 2, you may use SelfPace Editor to assist editing paper-based questions. Currently, you may directly use the sample files to modify or Quick Edit mode to generate. Following are some instructions for SelfPace Editor:

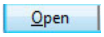
Note: SelfPace Answering Mode needs to be used with 15-key remote controls. Please ignore this chapter if you do not use with a physical RF remote control.

11-1 SelfPace Editor Introduction

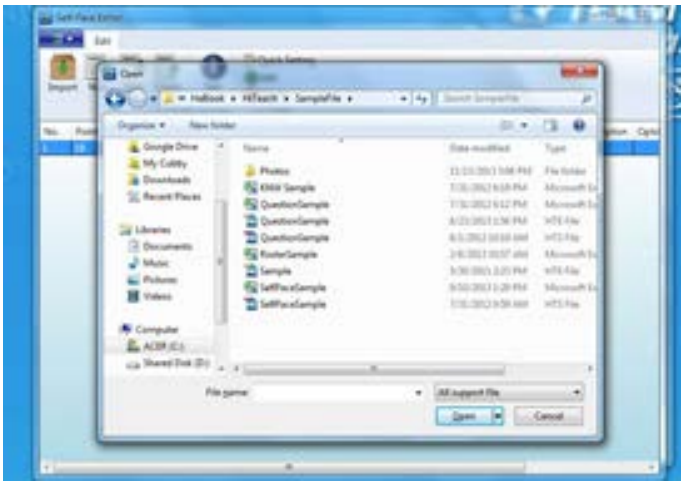
1. Importing file

Step 1：Click button to enter SelfPace Editor.

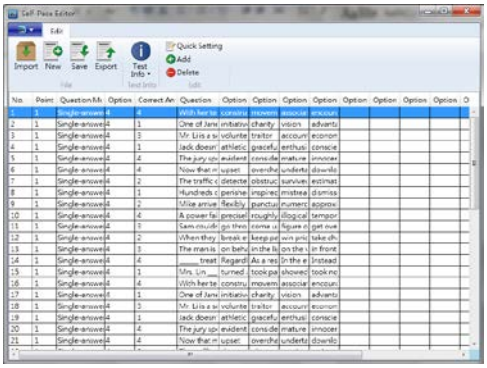
Step 2：Select

option, click SelfPace Sample .CSV file, and press 

to open.



Step 3：You may directly modify point, answer, option, correct answer and question.

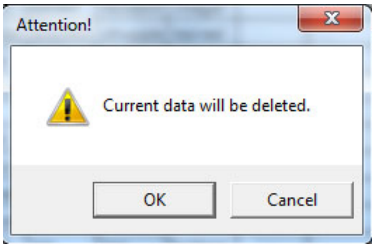


2. Opening new test paper

Step 1：If you don't need refer to question sample, please directly click

option.

Step 2：A warning window will pop out, then click "OK" to open a new test sheet.



Step 3：After opening blank paper, you may click

or

to add or reduce question number or directly click Quick Edit to add questions at one time.

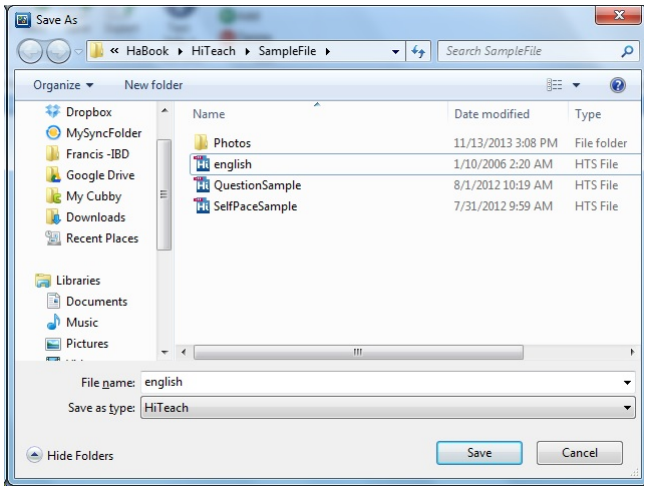
11-2 SelfPace Editor Storage Setting

1. Saving file

Step 1：After finishing question editing, click

。

Step 2：Enter file name and select to save the paper as HTS (for HiTeach SelfPace format) and click" Save" to finish.

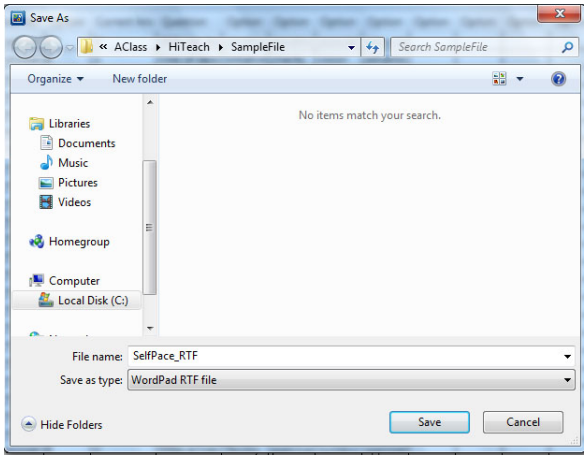


2. Exporting RTF format

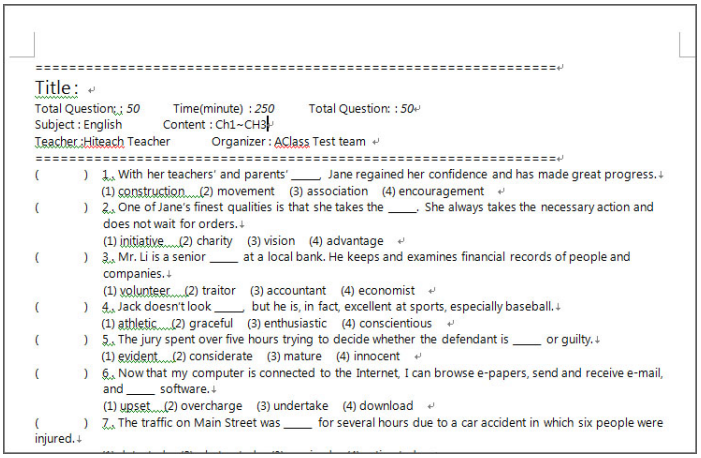
If you need to directly print out paper for students, you may select Exporting RTF format.

Step 1：Click

and select to save paper as RTF file format and click "Save" to finish.



Step 2：After opening RTF file with Office word, you may directly print out paper after editing.



Title:

Total Question: : 50 Time(minute) : 250 Total Question: : 50

Subject : English Content : Ch1~CH3

Teacher :Hiteach Teacher Organizer : AClass Test team

( ) 1. With her teachers' and parents' ____, Jane regained her confidence and has made great progress.

(1) construction (2) movement (3) association (4) encouragement

( ) 2. One of Jane's finest qualities is that she takes the ____. She always takes the necessary action and does not wait for orders.

(1) initiative (2) charity (3) vision (4) advantage

( ) 3. Mr. Li is a senior ____ at a local bank. He keeps and examines financial records of people and companies.

(1) volunteer (2) traitor (3) accountant (4) economist

( ) 4. Jack doesn't look ____, but he is, in fact, excellent at sports, especially baseball.

(1) athletic (2) graceful (3) enthusiastic (4) conscientious

( ) 5. The jury spent over five hours trying to decide whether the defendant is ____ or guilty.

(1) evident (2) considerate (3) mature (4) innocent

( ) 6. Now that my computer is connected to the Internet, I can browse e-papers, send and receive e-mail, and ____ software.

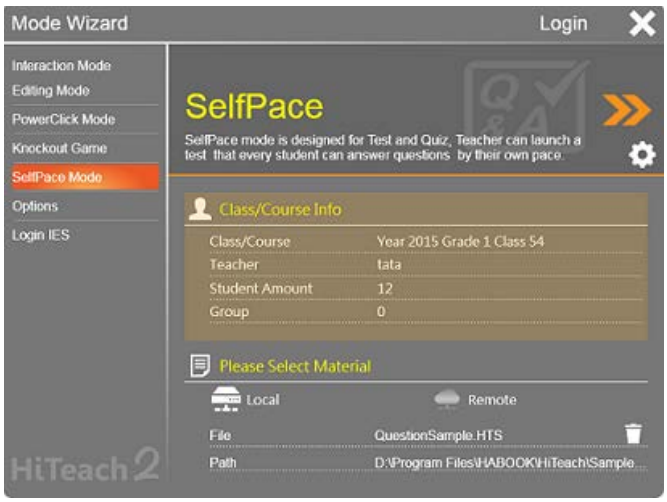
(1) upset (2) overcharge (3) undertake (4) download

( ) 7. The traffic on Main Street was ____ for several hours due to a car accident in which six people were injured.

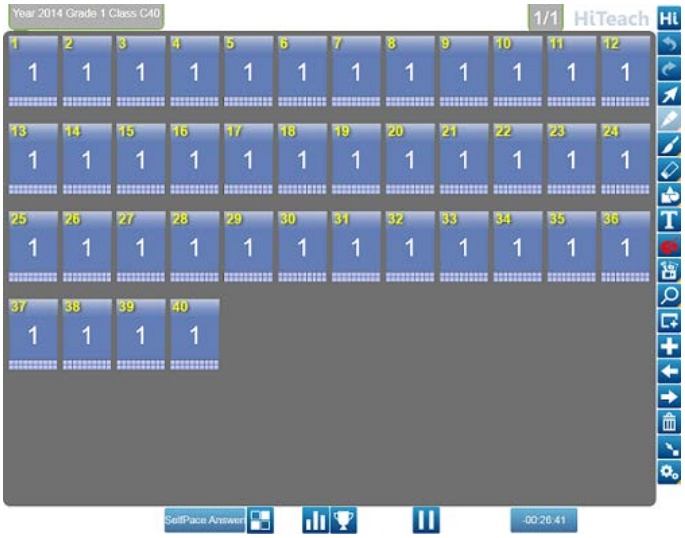
11-3 HiTeach TBL 2 SelfPace Mode

1. Matching with HiTeach TBL 2 SelfPace

Step 1：Please open SelfPace Mode in HiTeach TBL 2, select class/course, import HTS file and press to carry out activities.



Step 2：Students may have a SelfPace test by using IRS.



2. IRS operating instructions for SelfPace Mode

There are two types of student remote supporting SelfPace mode, and the operating instructions are as follows:

Type1 (RF11): only support single answer function

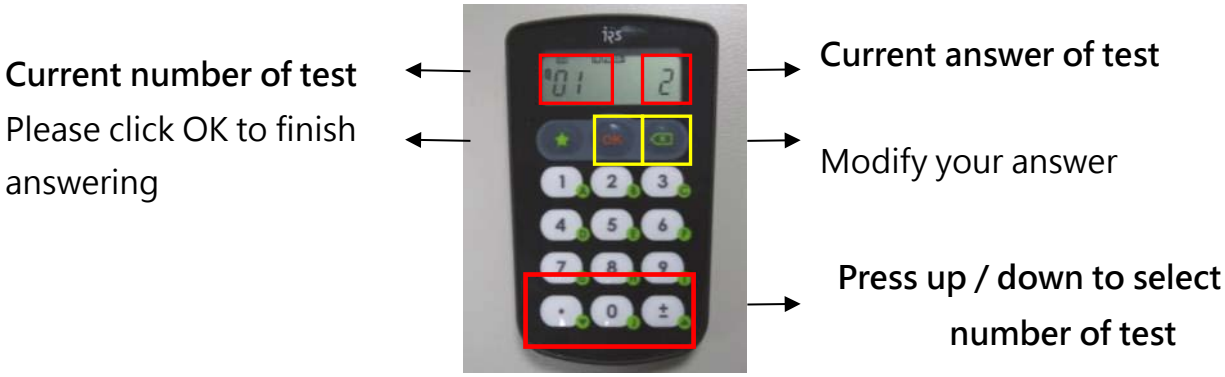
Press up / down to select number of test

Select your answer

Type 2 (RF16): support single and multiple answers functions.

Step 1：Click button, remote will show SELFPACE; press OK button to enter.

Step 2：According to the question number on the remote screen and quiz sheet, students may start answering the questions. The answer can be single or multiple (For example, if the answers are 1 and 2, press1 and 2 and click OK).


Current number of test
Please click OK to finish answering
Current answer of test
Modify your answer
Press up / down to select number of test

Step 3：Students may select questions using（±）/（.） button to confirm their answers.

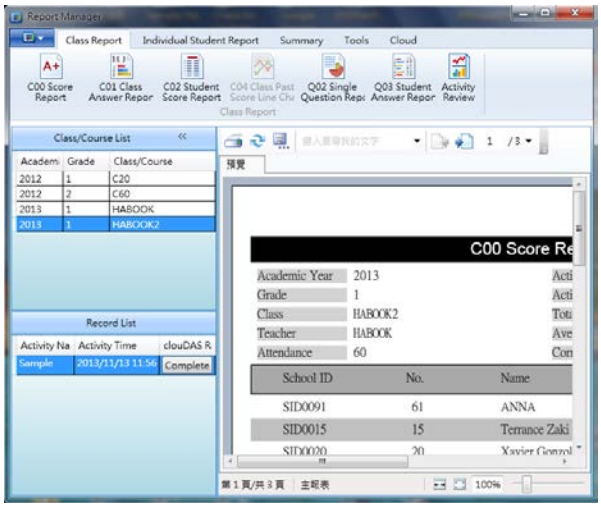
Step 4：Press button to submit all the answers. Remote control will show End; press OK to exit.

3. Finishing test

After students finish answering, the teacher may store file in the computer, upload to cloud or give up activity record. If you need reserve class content and activity record, remember to click Save IRS Record or Save and Upload IRS Record to Cloud (please remember to check all cloud options).

You may upload teaching materials as PDF format onto IES; if you don't click "Upload File", only activity record saved on IES.

In addition, you may click to view this activity record from HiTeach Report and confirm.



Chapter 12 IES Introduction

IES Smarter Classroom can be used by the following two ways. One is to login to Remote Class /Course mode (used in HiTeach TBL 2); you may directly login to IES to start instruction. Course, student list, and testing records are stored in IES not in local computer, so this is applicable to subject teachers. The other is to create Sync. Class mode; you may download class/course list to local computer from IES to create a synchronized list. Testing results may be uploaded to IES and stored in local computer at the same time. This way is applicable to classroom mentor.

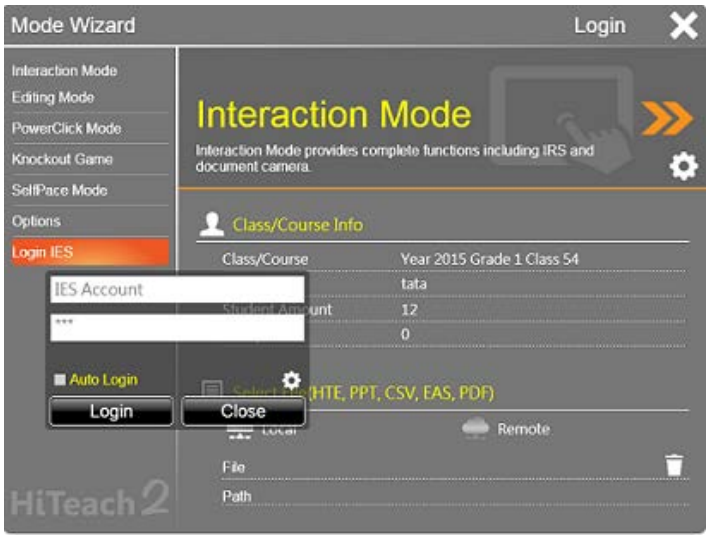
★ Note:

- Remember to create a class list in IES in advanced.
- Instructional materials can be operated on IES or local computer.

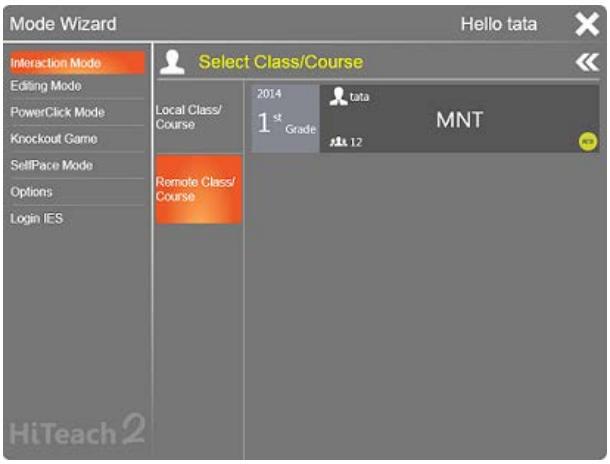
12-1 Login Remote Class /Course on HiTeach TBL 2

1. Login Remote Class /Course on HiTeach TBL 2

Step 1 : Click to start HiTeach TBL 2 and then select Remote Class/Course login mode; entering IES account, password, and press Login.



Step 2：Select class/course. (Create related information previously in IES)



Step 3：Select material (create beforehand or use flash drive), and click “carrying out activities” to start Remote Class/Course Interaction Mode.

Step 4：After students finish activities, the teacher may store file in this computer, upload to cloud or give up activity record. If you need to reserve class content and activity record, remember to click cloud service “Upload File” (you may upload teaching materials to IES in PDF format); if you don’t click “Upload File”, only activity record will be saved on IES.

Step 5：You may also enter IES to view activity report and testing record.

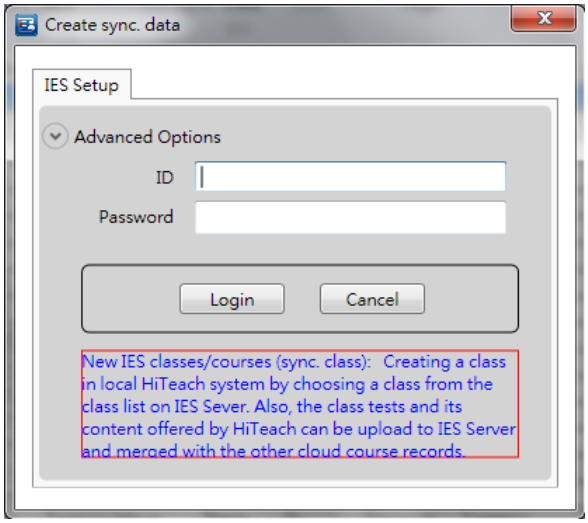
12-2 Creating IES synchronous class in Roster

1. IES Class Synchronization setting by Roster

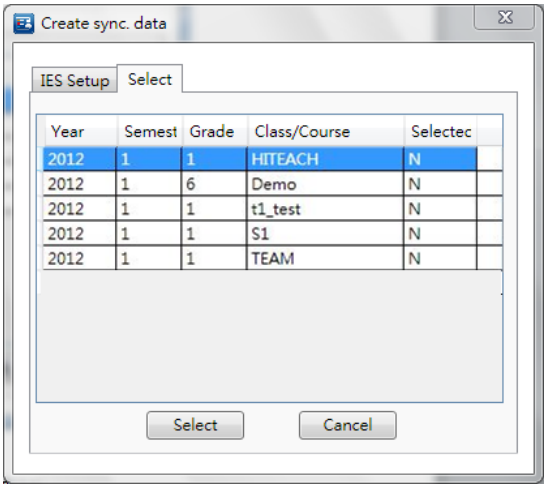
Step 1：Click on desktop to enter HiTeach Roster.

Step 2：Click “cloud” option in tool bar and then click Create sync. data to create IES synchronous class.

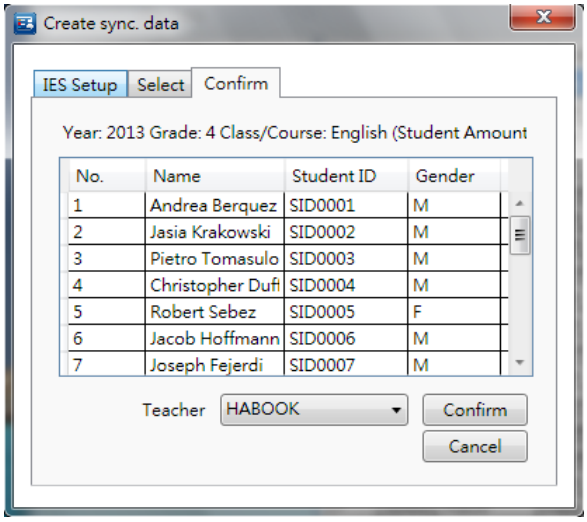
Step 3：Enter IES account and password to login to IES to download class/course information.


Create sync. data
IES Setup
Advanced Options
ID
Password
Login
Cancel
New IES classes/courses (sync. class): Creating a class in local HiTeach system by choosing a class from the class list on IES Sever. Also, the class tests and its content offered by HiTeach can be upload to IES Server and merged with the other cloud course records.

Step 4：Select the class list needed to be downloaded.

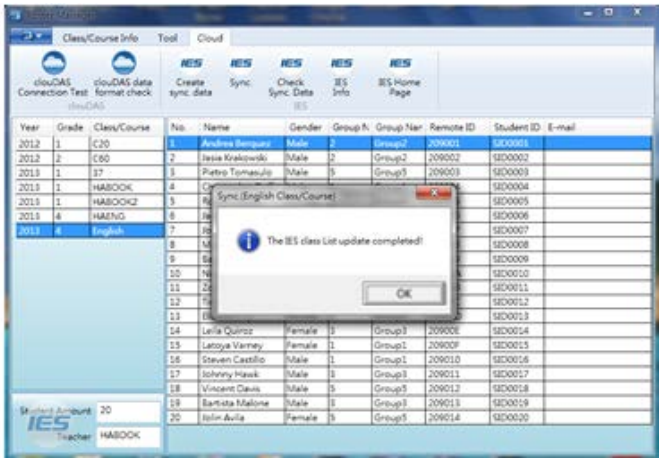


Step 5：After selecting synchronous class, specify responsible teacher and press Confirm button.



Step 6：After finishing the setup of synchronous class, you may also press

button to update.



Step 7：Click

to enter HiTeach TBL 2, and select this synchronous class/course in local class/course to begin instructional activities.

Step 8：After students finish activities, the teacher may store file in this computer, upload to cloud or give up activity record. If you need to preserve class content and activity record,

remember to click cloud service “Upload File” (you may upload teaching materials to IES in PDF format); if you don’t click “Upload File”, only activity record will be saved on IES.